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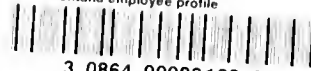
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| LIQUOR STORE PAY PLAN 061 | 36 |
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| TEACHERS PAY PLAN 063 & 064 | 37 |
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| CLASSIFICATION EXEMPT PAY PLAN 000 | 39 |
| LIQUOR STORE PAY PLAN 061 | 39 |
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| CLASSIFICATION EXEMPT PAY PLAN 000 | 42 |
| LIQUOR STORE PAY PLAN 061 | 42 |
| BLUE COLLAR PAY PLAN 062 | 42 |
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INTRODUCTION

The Department of Administration is charged with encouraging and exercising leadership in the development of effective personnel administration within the several agencies in the State and making available the facilities of the department to this end. (2-18-102, MCA.)

To this end, a State of Montana Employee Profile has been developed to describe our workforce and related personnel activities.

The profile contains general statistical information about state employees, such as number of employees by agency, average age, average salary, full-time versus part-time employees, and number of employees by county.

The department has three specific reporting requirements which are met in this report.

The first, required in 2-18-209, MCA, is a status report to the Legislature of the study of the comparable worth standard and the extent to which Montana's classification plan and pay schedules adhere to or fall short of the standard of equal pay for comparable worth. The department is to make recommendations to the legislature as to what impediments exist to meet this standard.

The second, required by Executive Order 24-81, is a report to the Governor on the status of the Equal Employment Opportunity program.

The third, found in 2-18-1103, MCA, is a report to the Legislature containing a list of incentive awards and the corresponding savings to the state resulting from each employee's suggestion or invention. The department also is to provide a general review of and make recommendations for improving the program.

For further information on these topics contact the State Personnel Division at 444-3871.

CHAPTER I

PROFILE OF STATE EMPLOYEES

The average State of Montana employee could be a man or a woman who is around 40 years of age. The employee earns \$11.62 per hour or an annual salary of \$24,168.63. The employee has been with the State for about eight years and in the current position for slightly less than four years.

The employee has an average vacation leave balance of 141.32 hours and an average sick leave balance of 308.91 hours. If the employee is non-exempt for overtime purposes, he or she probably does not have a balance of non-exempt compensatory time. If the employee is exempt, he or she probably has a balance averaging 70 hours.

A summary of this information and detailed breakdowns by agency follow in this chapter.

OVERVIEW OF STATE EMPLOYEES

Total number employees: 11,367
10,893 permanent full-time and part-time
474 temporary

Total FTEs:
Employee FTEs = 10,500.26
Budgeted FTEs = 11,278.19

Male Employees: 6,128
Female Employees: 5,239

Minority Employees:
American Indian = 230
Other Minorities = 54

Disabled Employees: 326

Average Age: 41 years
Men = 41
Women = 40

Total Vacation Leave Accrued: 1,606,426.2 hours
Average per employee = 141.32 hours

Total Sick Leave Accrued: 3,511,422.89 hours
Average per employee = 308.91 hours

Total Non-Exempt Compensatory Time Accrued: 80,217 hours
Average per 2,477 employees with a balance = 32.89 hours

Total Exempt Compensatory Time Accrued: 123,263.7 hours
Average per 1,762 employees with a balance = 69.96 hours

Average Length of Service in State Government: 7.96 years
Average in current position = 3.56 years

Average Salary:
Hourly = \$11.62
Annual = \$24,168.63

TABLE 1

STATE OF MONTANA
NUMBER OF EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Number of Employees* | Permanent** | Temporary*** |
|-------------------------------------|-------------------------|-------------|--------------|
| LEGISLATIVE | 132 | 132 | 0 |
| SUPREME COURT | 52 | 52 | 0 |
| GOVERNOR'S OFFICE | 51 | 51 | 0 |
| SECRETARY OF STATE | 33 | 33 | 0 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 3 | 0 |
| STATE AUDITOR | 60 | 60 | 0 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 164 | 0 |
| JUSTICE | 629 | 628 | 1 |
| PUBLIC SERVICE COMMISSION | 40 | 40 | 0 |
| BOARD OF PUBLIC EDUCATION | 4 | 4 | 0 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 71 | 2 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 121 | 0 |
| MONTANA ARTS COUNCIL | 9 | 9 | 0 |
| STATE LIBRARY | 47 | 46 | 1 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 3 | 0 |
| MONTANA HISTORICAL SOCIETY | 62 | 55 | 7 |
| FISH, WILDLIFE & PARKS | 667 | 510 | 157 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 404 | 0 |
| TRANSPORTATION | 1907 | 1859 | 48 |
| STATE LANDS | 491 | 290 | 201 |
| LIVESTOCK | 127 | 127 | 0 |
| NATURAL RESOURCE & CONSERVATION | 245 | 245 | 0 |
| REVENUE | 681 | 649 | 32 |
| ADMINISTRATION | 349 | 336 | 13 |
| STATE FUND | 211 | 209 | 2 |
| AGRICULTURE | 99 | 97 | 2 |
| CORRECTIONS & HUMAN SERVICES | 197 | 193 | 4 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 366 | 0 |
| CENTER FOR THE AGED | 120 | 120 | 0 |
| EASTMONT TRAINING CENTER | 118 | 118 | 0 |
| MONTANA STATE PRISON | 459 | 457 | 2 |
| SWAN RIVER FOREST CAMP | 34 | 34 | 0 |
| MONTANA VETERANS HOME | 110 | 110 | 0 |
| MONTANA STATE HOSPITAL | 696 | 696 | 0 |
| BOARD OF PARDONS | 5 | 5 | 0 |
| COMMERCE | 315 | 314 | 1 |
| LABOR & INDUSTRY | 671 | 670 | 1 |
| MILITARY AFFAIRS | 99 | 99 | 0 |
| SOCIAL & REHABILITATION SERVICES | 892 | 892 | 0 |
| FAMILY SERVICES | 423 | 423 | 0 |
| MOUNTAIN VIEW SCHOOL | 78 | 78 | 0 |
| PINE HILLS SCHOOL | 120 | 120 | 0 |
| STATE TOTALS: | 11367 | 10893 | 474 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 2

STATE OF MONTANA
NUMBER OF EMPLOYEES AND
FULL-TIME EQUIVALENT BY AGENCY
OCTOBER 26, 1992

| Agency | Number of Employees* | FTE Employees | FTE Budgeted Positions |
|-------------------------------------|-------------------------|------------------|---------------------------|
| LEGISLATIVE | 132 | 130.10 | 96.30 |
| SUPREME COURT | 52 | 47.50 | 49.50 |
| GOVERNOR'S OFFICE | 51 | 47.25 | 56.50 |
| SECRETARY OF STATE | 33 | 31.30 | 34.25 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 3.00 | 3.25 |
| STATE AUDITOR | 60 | 59.10 | 70.00 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 135.94 | 139.23 |
| JUSTICE | 629 | 621.58 | 661.92 |
| PUBLIC SERVICE COMMISSION | 40 | 39.10 | 42.00 |
| BOARD OF PUBLIC EDUCATION | 4 | 4.00 | 4.00 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 68.05 | 69.38 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 109.89 | 85.38 |
| MONTANA ARTS COUNCIL | 9 | 8.50 | 8.97 |
| STATE LIBRARY | 47 | 40.87 | 37.20 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 2.50 | 2.50 |
| MONTANA HISTORICAL SOCIETY | 62 | 47.97 | 51.84 |
| FISH, WILDLIFE & PARKS | 667 | 386.02 | 599.30 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 388.07 | 422.54 |
| TRANSPORTATION | 1907 | 1902.96 | 2020.07 |
| STATE LANDS | 491 | 275.17 | 372.03 |
| LIVESTOCK | 127 | 121.75 | 119.71 |
| NATURAL RESOURCE & CONSERVATION | 245 | 237.23 | 267.70 |
| REVENUE | 681 | 673.81 | 708.99 |
| ADMINISTRATION | 349 | 332.65 | 358.14 |
| STATE FUND | 211 | 205.65 | 217.90 |
| AGRICULTURE | 99 | 81.80 | 102.00 |
| CORRECTIONS & HUMAN SERVICES | 197 | 190.10 | 2057.64 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 356.00 | -- |
| CENTER FOR THE AGED | 120 | 95.57 | -- |
| EASTMONT TRAINING CENTER | 118 | 103.02 | -- |
| MONTANA STATE PRISON | 459 | 450.56 | -- |
| SWAN RIVER FOREST CAMP | 34 | 29.18 | -- |
| MONTANA VETERANS HOME | 110 | 78.65 | -- |
| MONTANA STATE HOSPITAL | 696 | 686.63 | -- |
| BOARD OF PARDONS | 5 | 5.00 | -- |
| COMMERCE | 315 | 310.65 | 340.52 |
| LABOR & INDUSTRY | 671 | 661.75 | 670.43 |
| MILITARY AFFAIRS | 99 | 98.25 | 103.25 |
| SOCIAL & REHABILITATION SERVICES | 892 | 863.65 | 918.15 |
| FAMILY SERVICES | 423 | 391.04 | 587.60 |
| MOUNTAIN VIEW SCHOOL | 78 | 66.89 | -- |
| PINE HILLS SCHOOL | 120 | 111.56 | -- |
| STATE TOTALS: | 11367 | 10500.26 | 11,278.19 |

* Includes all state employees except University Systems, Vo-Tech, State Elected Officials, and State Legislators.

TABLE 3

STATE OF MONTANA
NUMBER OF EMPLOYEES BY COUNTY
OCTOBER 26, 1992

| COUNTY | NUMBER OF EMPLOYEES* | PERMANENT** | TEMPORARY*** |
|------------------|----------------------|-------------|--------------|
| BEAVERHEAD | 71 | 61 | 10 |
| BIG HORN | 45 | 44 | 1 |
| BLAINE | 24 | 24 | 0 |
| BROADWATER | 14 | 14 | 0 |
| CARBON | 25 | 23 | 2 |
| CARTER | 3 | 3 | 0 |
| CASCADE | 595 | 585 | 10 |
| CHOUTEAU | 29 | 25 | 4 |
| CUSTER | 293 | 269 | 24 |
| DANIELS | 7 | 7 | 0 |
| DAWSON | 239 | 236 | 3 |
| DEER LODGE | 754 | 735 | 19 |
| FALLON | 18 | 15 | 3 |
| FERGUS | 227 | 222 | 5 |
| FLATHEAD | 482 | 416 | 66 |
| GALLATIN | 300 | 274 | 26 |
| GARFIELD | 9 | 8 | 1 |
| GLACIER | 45 | 44 | 1 |
| GOLDEN VALLEY | 3 | 3 | 0 |
| GRANITE | 16 | 16 | 0 |
| HILL | 99 | 95 | 4 |
| JEFFERSON | 415 | 415 | 0 |
| JUDITH BASIN | 9 | 7 | 2 |
| LAKE | 118 | 115 | 3 |
| LEWIS & CLARK | 4662 | 4562 | 100 |
| LIBERTY | 3 | 3 | 0 |
| LINCOLN | 70 | 64 | 6 |
| MADISON | 18 | 14 | 4 |
| MCCONE | 18 | 16 | 2 |
| MEAGHER | 10 | 10 | 0 |
| MINERAL | 32 | 32 | 0 |
| MISSOULA | 600 | 535 | 65 |
| MUSSELSHELL | 14 | 14 | 0 |
| PARK | 47 | 46 | 1 |
| PETROLEUM | 2 | 2 | 0 |
| PHILLIPS | 24 | 21 | 3 |
| PONDERA | 30 | 30 | 0 |
| POWDER RIVER | 17 | 17 | 0 |
| POWELL | 625 | 610 | 15 |
| PRAIRIE | 7 | 6 | 1 |
| RAVALLI | 63 | 56 | 7 |
| RICHLAND | 46 | 40 | 6 |
| ROOSEVELT | 68 | 67 | 1 |
| ROSEBUD | 43 | 41 | 2 |
| SANDERS | 42 | 39 | 3 |
| SHERIDAN | 18 | 17 | 1 |
| SILVER BOW | 236 | 232 | 4 |
| STILLWATER | 15 | 15 | 0 |
| SWEET GRASS | 19 | 18 | 1 |
| TETON | 21 | 20 | 1 |
| TOOLE | 39 | 38 | 1 |
| TREASURE | 6 | 6 | 0 |
| VALLEY | 92 | 83 | 9 |
| WHEATLAND | 12 | 12 | 0 |
| WIBAUX | 8 | 7 | 1 |
| YELLOWSTONE | 609 | 561 | 48 |
| COUNTY NOT INPUT | 11 | 3 | 8 |

STATE TOTALS:

11367

10893

474

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 4

STATE OF MONTANA
MALE AND FEMALE EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Total | Employees* | | Permanent** | | Temporary*** | |
|-------------------------------------|-------|------------|--------|-------------|--------|--------------|--------|
| | | Male | Female | Male | Female | Male | Female |
| LEGISLATIVE | 132 | 57 | 75 | 57 | 75 | 0 | 0 |
| SUPREME COURT | 52 | 17 | 35 | 17 | 35 | 0 | 0 |
| GOVERNOR'S OFFICE | 51 | 22 | 29 | 22 | 29 | 0 | 0 |
| SECRETARY OF STATE | 33 | 7 | 26 | 7 | 26 | 0 | 0 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 0 | 3 | 0 | 3 | 0 | 0 |
| STATE AUDITOR | 60 | 25 | 35 | 25 | 35 | 0 | 0 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 49 | 115 | 49 | 115 | 0 | 0 |
| JUSTICE | 629 | 332 | 297 | 332 | 296 | 0 | 1 |
| PUBLIC SERVICE COMMISSION | 40 | 22 | 18 | 22 | 18 | 0 | 0 |
| BOARD OF PUBLIC EDUCATION | 4 | 2 | 2 | 2 | 2 | 0 | 0 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 18 | 55 | 18 | 53 | 0 | 2 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 30 | 91 | 30 | 91 | 0 | 0 |
| MONTANA ARTS COUNCIL | 9 | 2 | 7 | 2 | 7 | 0 | 0 |
| STATE LIBRARY | 47 | 19 | 28 | 19 | 27 | 0 | 1 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 1 | 2 | 1 | 2 | 0 | 0 |
| MONTANA HISTORICAL SOCIETY | 62 | 21 | 41 | 18 | 37 | 3 | 4 |
| FISH, WILDLIFE & PARKS | 667 | 508 | 159 | 391 | 119 | 117 | 40 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 182 | 222 | 182 | 222 | 0 | 0 |
| TRANSPORTATION | 1907 | 1614 | 293 | 1581 | 278 | 33 | 15 |
| STATE LANDS | 491 | 395 | 96 | 218 | 72 | 177 | 24 |
| LIVESTOCK | 127 | 79 | 48 | 79 | 48 | 0 | 0 |
| NATURAL RESOURCE & CONSERVATION | 245 | 146 | 99 | 146 | 99 | 0 | 0 |
| REVENUE | 681 | 295 | 386 | 280 | 369 | 15 | 17 |
| ADMINISTRATION | 349 | 179 | 170 | 177 | 159 | 2 | 11 |
| STATE FUND | 211 | 73 | 138 | 72 | 137 | 1 | 1 |
| AGRICULTURE | 99 | 55 | 44 | 54 | 43 | 1 | 1 |
| CORRECTIONS & HUMAN SERVICES | 197 | 92 | 105 | 89 | 104 | 3 | 1 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 194 | 172 | 194 | 172 | 0 | 0 |
| CENTER FOR THE AGED | 120 | 31 | 89 | 31 | 89 | 0 | 0 |
| EASTMONT TRAINING CENTER | 118 | 19 | 99 | 19 | 99 | 0 | 0 |
| MONTANA STATE PRISON | 459 | 386 | 73 | 385 | 72 | 1 | 1 |
| SWAN RIVER FOREST CAMP | 34 | 30 | 4 | 30 | 4 | 0 | 0 |
| MONTANA VETERANS HOME | 110 | 13 | 97 | 13 | 97 | 0 | 0 |
| MONTANA STATE HOSPITAL | 696 | 303 | 393 | 303 | 393 | 0 | 0 |
| BOARD OF PARDONS | 5 | 3 | 2 | 3 | 2 | 0 | 0 |
| COMMERCE | 315 | 161 | 154 | 161 | 153 | 0 | 1 |
| LABOR & INDUSTRY | 671 | 281 | 390 | 280 | 390 | 1 | 0 |
| MILITARY AFFAIRS | 99 | 79 | 20 | 79 | 20 | 0 | 0 |
| SOCIAL & REHABILITATION SERVICES | 892 | 170 | 722 | 170 | 722 | 0 | 0 |
| FAMILY SERVICES | 423 | 105 | 318 | 105 | 318 | 0 | 0 |
| MOUNTAIN VIEW SCHOOL | 78 | 22 | 56 | 22 | 56 | 0 | 0 |
| PINE HILLS SCHOOL | 120 | 89 | 31 | 89 | 31 | 0 | 0 |
| STATE TOTALS: | 11367 | 6128 | 5239 | 5774 | 5119 | 354 | 120 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 5

STATE OF MONTANA
MINORITY EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Total | Employees* | | Permanent** | | Temporary*** | |
|-------------------------------------|-------|-----------------|------------------|-----------------|------------------|-----------------|------------------|
| | | American Indian | Other Minorities | American Indian | Other Minorities | American Indian | Other Minorities |
| LEGISLATIVE | 132 | 0 | 1 | 0 | 1 | 0 | 0 |
| SUPREME COURT | 52 | 0 | 0 | 0 | 0 | 0 | 0 |
| GOVERNOR'S OFFICE | 51 | 1 | 0 | 1 | 0 | 0 | 0 |
| SECRETARY OF STATE | 33 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| STATE AUDITOR | 60 | 1 | 0 | 1 | 0 | 0 | 0 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 4 | 2 | 4 | 2 | 0 | 0 |
| JUSTICE | 629 | 7 | 3 | 7 | 3 | 0 | 0 |
| PUBLIC SERVICE COMMISSION | 40 | 0 | 1 | 0 | 1 | 0 | 0 |
| BOARD OF PUBLIC EDUCATION | 4 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 9 | 0 | 8 | 0 | 1 | 0 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 0 | 3 | 0 | 3 | 0 | 0 |
| MONTANA ARTS COUNCIL | 9 | 0 | 0 | 0 | 0 | 0 | 0 |
| STATE LIBRARY | 47 | 0 | 1 | 0 | 1 | 0 | 0 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 0 | 0 | 0 | 0 | 0 | 0 |
| MONTANA HISTORICAL SOCIETY | 62 | 0 | 0 | 0 | 0 | 0 | 0 |
| FISH, WILDLIFE & PARKS | 667 | 2 | 1 | 1 | 1 | 1 | 0 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 4 | 2 | 4 | 2 | 0 | 0 |
| TRANSPORTATION | 1907 | 65 | 6 | 62 | 6 | 3 | 0 |
| STATE LANDS | 491 | 10 | 1 | 8 | 0 | 2 | 1 |
| LIVESTOCK | 127 | 1 | 0 | 1 | 0 | 0 | 0 |
| NATURAL RESOURCE & CONSERVATION | 245 | 2 | 3 | 2 | 3 | 0 | 0 |
| REVENUE | 681 | 12 | 1 | 11 | 1 | 1 | 0 |
| ADMINISTRATION | 349 | 4 | 2 | 4 | 2 | 0 | 0 |
| STATE FUND | 211 | 4 | 0 | 4 | 0 | 0 | 0 |
| AGRICULTURE | 99 | 1 | 0 | 1 | 0 | 0 | 0 |
| CORRECTIONS & HUMAN SERVICES | 197 | 3 | 0 | 3 | 0 | 0 | 0 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 8 | 3 | 8 | 3 | 0 | 0 |
| CENTER FOR THE AGED | 120 | 3 | 0 | 3 | 0 | 0 | 0 |
| EASTMONT TRAINING CENTER | 118 | 1 | 1 | 1 | 1 | 0 | 0 |
| MONTANA STATE PRISON | 459 | 2 | 3 | 2 | 3 | 0 | 0 |
| SWAN RIVER FOREST CAMP | 34 | 0 | 0 | 0 | 0 | 0 | 0 |
| MONTANA VETERANS HOME | 110 | 5 | 3 | 5 | 3 | 0 | 0 |
| MONTANA STATE HOSPITAL | 696 | 26 | 3 | 26 | 3 | 0 | 0 |
| BOARD OF PARDONS | 5 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMMERCE | 315 | 6 | 1 | 6 | 1 | 0 | 0 |
| LABOR & INDUSTRY | 671 | 10 | 4 | 10 | 4 | 0 | 0 |
| MILITARY AFFAIRS | 99 | 0 | 0 | 0 | 0 | 0 | 0 |
| SOCIAL & REHABILITATION SERVICES | 892 | 18 | 5 | 18 | 5 | 0 | 0 |
| FAMILY SERVICES | 423 | 17 | 4 | 17 | 4 | 0 | 0 |
| MOUNTAIN VIEW SCHOOL | 78 | 4 | 0 | 4 | 0 | 0 | 0 |
| PINE HILLS SCHOOL | 120 | 0 | 0 | 0 | 0 | 0 | 0 |
| STATE TOTALS: | 11367 | 230 | 54 | 222 | 53 | 8 | 1 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 6

STATE OF MONTANA
DISABLED EMPLOYEES BY AGENCY*
OCTOBER 26, 1992

| Agency | Total | Employees** Disabled | Permanent*** Disabled | Temporary**** Disabled |
|-------------------------------------|-------|-------------------------|--------------------------|---------------------------|
| LEGISLATIVE | 132 | 1 | 1 | 0 |
| SUPREME COURT | 52 | 0 | 0 | 0 |
| GOVERNOR'S OFFICE | 51 | 0 | 0 | 0 |
| SECRETARY OF STATE | 33 | 1 | 1 | 0 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 1 | 1 | 0 |
| STATE AUDITOR | 60 | 1 | 1 | 0 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 8 | 8 | 0 |
| JUSTICE | 629 | 15 | 15 | 0 |
| PUBLIC SERVICE COMMISSION | 40 | 0 | 0 | 0 |
| BOARD OF PUBLIC EDUCATION | 4 | 0 | 0 | 0 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 0 | 0 | 0 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 17 | 17 | 0 |
| MONTANA ARTS COUNCIL | 9 | 0 | 0 | 0 |
| STATE LIBRARY | 47 | 1 | 1 | 0 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 0 | 0 | 0 |
| MONTANA HISTORICAL SOCIETY | 62 | 0 | 0 | 0 |
| FISH, WILDLIFE & PARKS | 667 | 14 | 9 | 5 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 3 | 3 | 0 |
| TRANSPORTATION | 1907 | 45 | 44 | 1 |
| STATE LAND | 491 | 11 | 11 | 0 |
| LIVESTOCK | 127 | 2 | 2 | 0 |
| NATURAL RESOURCE & CONSERVATION | 245 | 3 | 3 | 0 |
| REVENUE | 681 | 21 | 21 | 0 |
| ADMINISTRATION | 349 | 8 | 8 | 0 |
| STATE FUND | 211 | 10 | 10 | 0 |
| AGRICULTURE | 99 | 3 | 3 | 0 |
| CORRECTIONS & HUMAN SERVICES | 197 | 6 | 4 | 2 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 6 | 6 | 0 |
| CENTER FOR THE AGED | 120 | 4 | 4 | 0 |
| EASTMONT TRAINING CENTER | 118 | 0 | 0 | 0 |
| MONTANA STATE PRISON | 459 | 8 | 8 | 0 |
| SWAN RIVER FOREST CAMP | 34 | 1 | 1 | 0 |
| MONTANA VETERANS HOME | 110 | 3 | 3 | 0 |
| MONTANA STATE HOSPITAL | 696 | 22 | 22 | 0 |
| BOARD OF PARDONS | 5 | 0 | 0 | 0 |
| COMMERCE | 315 | 13 | 13 | 0 |
| LABOR & INDUSTRY | 671 | 43 | 43 | 0 |
| MILITARY AFFAIRS | 99 | 5 | 5 | 0 |
| SOCIAL & REHABILITATION SERVICES | 892 | 37 | 37 | 0 |
| FAMILY SERVICES | 423 | 11 | 11 | 0 |
| MOUNTAIN VIEW SCHOOL | 78 | 0 | 0 | 0 |
| PINE HILLS SCHOOL | 120 | 2 | 2 | 0 |
| STATE TOTALS: | 11367 | 326 | 318 | 8 |

* Disability status is voluntarily provided by employees and data is not complete.

** Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

*** Includes Full-Time and Part-Time Positions.

**** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 7

STATE OF MONTANA
AVERAGE AGE OF EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Employees* Average Age | Permanent** Average Age | Temporary*** Average Age |
|-------------------------------------|------------------------------|-------------------------------|--------------------------------|
| LEGISLATIVE | 37 | 37 | 0 |
| SUPREME COURT | 40 | 40 | 0 |
| GOVERNOR'S OFFICE | 44 | 44 | 0 |
| SECRETARY OF STATE | 38 | 38 | 0 |
| COMMISSIONER OF POLITICAL PRACTICES | 48 | 48 | 0 |
| STATE AUDITOR | 41 | 41 | 0 |
| OFFICE OF PUBLIC INSTRUCTION | 44 | 44 | 0 |
| JUSTICE | 41 | 40 | 55 |
| PUBLIC SERVICE COMMISSION | 41 | 41 | 0 |
| BOARD OF PUBLIC EDUCATION | 38 | 38 | 0 |
| COMMISSIONER OF HIGHER EDUCATION | 38 | 38 | 26 |
| SCHOOL FOR THE DEAF & BLIND | 40 | 40 | 0 |
| MONTANA ARTS COUNCIL | 36 | 36 | 0 |
| STATE LIBRARY | 40 | 40 | 35 |
| COUNCIL ON VOCATIONAL EDUCATION | 42 | 42 | 0 |
| MONTANA HISTORICAL SOCIETY | 43 | 42 | 44 |
| FISH, WILDLIFE & PARKS | 40 | 41 | 37 |
| HEALTH & ENVIRONMENTAL SCIENCE | 41 | 41 | 0 |
| TRANSPORTATION | 42 | 42 | 35 |
| STATE LANDS | 38 | 40 | 34 |
| LIVESTOCK | 42 | 42 | 0 |
| NATURAL RESOURCE & CONSERVATION | 40 | 40 | 0 |
| REVENUE | 42 | 41 | 47 |
| ADMINISTRATION | 40 | 40 | 49 |
| STATE FUND | 39 | 39 | 32 |
| AGRICULTURE | 42 | 42 | 30 |
| CORRECTIONS & HUMAN SERVICES | 41 | 41 | 47 |
| MONTANA DEVELOPMENTAL CENTER | 39 | 39 | 0 |
| CENTER FOR THE AGED | 43 | 43 | 0 |
| EASTMONT TRAINING CENTER | 40 | 40 | 0 |
| MONTANA STATE PRISON | 40 | 40 | 34 |
| SWAN RIVER FOREST CAMP | 45 | 45 | 0 |
| MONTANA VETERANS HOME | 44 | 44 | 0 |
| MONTANA STATE HOSPITAL | 42 | 42 | 0 |
| BOARD OF PARDONS | 35 | 35 | 0 |
| COMMERCE | 41 | 41 | 57 |
| LABOR & INDUSTRY | 43 | 42 | 66 |
| MILITARY AFFAIRS | 40 | 40 | 0 |
| SOCIAL & REHABILITATION SERVICES | 41 | 41 | 0 |
| FAMILY SERVICES | 42 | 42 | 0 |
| MOUNTAIN VIEW SCHOOL | 42 | 42 | 0 |
| PINE HILLS SCHOOL | 44 | 44 | 0 |
| STATE AVERAGE: | 41 | 41 | 37 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 8

STATE OF MONTANA
AVERAGE AGE OF MALE/FEMALE
EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Employees* Average Age | Male Average Age | Female Average Age |
|-------------------------------------|------------------------------|------------------------|--------------------------|
| LEGISLATIVE | 37 | 38 | 36 |
| SUPREME COURT | 40 | 37 | 42 |
| GOVERNOR'S OFFICE | 44 | 44 | 44 |
| SECRETARY OF STATE | 38 | 39 | 37 |
| COMMISSIONER OF POLITICAL PRACTICES | 48 | 0 | 48 |
| STATE AUDITOR | 41 | 42 | 41 |
| OFFICE OF PUBLIC INSTRUCTION | 44 | 45 | 43 |
| JUSTICE | 41 | 41 | 41 |
| PUBLIC SERVICE COMMISSION | 41 | 42 | 40 |
| BOARD OF PUBLIC EDUCATION | 38 | 42 | 33 |
| COMMISSIONER OF HIGHER EDUCATION | 38 | 40 | 37 |
| SCHOOL FOR THE DEAF & BLIND | 40 | 41 | 40 |
| MONTANA ARTS COUNCIL | 36 | 45 | 34 |
| STATE LIBRARY | 40 | 39 | 41 |
| COUNCIL ON VOCATIONAL EDUCATION | 42 | 59 | 34 |
| MONTANA HISTORICAL SOCIETY | 43 | 44 | 42 |
| FISH, WILDLIFE & PARKS | 40 | 40 | 40 |
| HEALTH & ENVIRONMENTAL SCIENCE | 41 | 41 | 41 |
| TRANSPORTATION | 42 | 42 | 39 |
| STATE LANDS | 38 | 38 | 39 |
| LIVESTOCK | 42 | 43 | 40 |
| NATURAL RESOURCE & CONSERVATION | 40 | 41 | 39 |
| REVENUE | 42 | 42 | 41 |
| ADMINISTRATION | 40 | 41 | 40 |
| STATE FUND | 39 | 40 | 38 |
| AGRICULTURE | 42 | 43 | 41 |
| CORRECTIONS & HUMAN SERVICES | 41 | 43 | 40 |
| MONTANA DEVELOPMENTAL CENTER | 39 | 38 | 40 |
| CENTER FOR THE AGED | 43 | 47 | 42 |
| EASTMONT TRAINING CENTER | 40 | 37 | 41 |
| MONTANA STATE PRISON | 40 | 40 | 39 |
| SWAN RIVER FOREST CAMP | 45 | 44 | 48 |
| MONTANA VETERANS HOME | 44 | 47 | 43 |
| MONTANA STATE HOSPITAL | 42 | 42 | 41 |
| BOARD OF PARDONS | 35 | 40 | 27 |
| COMMERCE | 41 | 44 | 39 |
| LABOR & INDUSTRY | 43 | 46 | 40 |
| MILITARY AFFAIRS | 40 | 40 | 42 |
| SOCIAL & REHABILITATION SERVICES | 41 | 43 | 41 |
| FAMILY SERVICES | 42 | 42 | 42 |
| MOUNTAIN VIEW SCHOOL | 42 | 43 | 41 |
| PINE HILLS SCHOOL | 44 | 43 | 44 |
| STATE AVERAGE: | 41 | 41 | 40 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials, and Legislators.

TABLE 9
STATE OF MONTANA
EMPLOYEE AGE BREAKDOWN
STATEWIDE SUMMARY
OCTOBER 26, 1992

| Age Group | Number of Employees* | Percent |
|----------------------|----------------------|--------------|
| 19 & UNDER | 30 | 0.26 |
| 20 - 24 | 346 | 3.04 |
| 25 - 29 | 921 | 8.10 |
| 30 - 34 | 1561 | 13.73 |
| 35 - 39 | 2065 | 18.17 |
| 40 - 44 | 2215 | 19.49 |
| 45 - 49 | 1759 | 15.47 |
| 50 - 54 | 1196 | 10.52 |
| 55 - 59 | 741 | 6.52 |
| 60 - 64 | 359 | 3.16 |
| 65 - 69 | 72 | 0.63 |
| 70 - 74 | 25 | 0.22 |
| 75 - 79 | 10 | 0.09 |
| 80 & OVER | 2 | 0.02 |
| AGE NOT INPUT | 65 | 0.57 |
| STATE TOTALS: | 11367 | 100.0 |

* Includes data from all state employees except University System, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 10

STATE OF MONTANA
ACCUMULATED VACATION REPORT
FOR EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Number of Employees* | Vacation Leave | |
|-------------------------------------|-------------------------|----------------------|-------------------------|
| | | Total Accumulated | Average Per Employee |
| LEGISLATIVE | 132 | 16,726.77 | 126.71 |
| SUPREME COURT | 52 | 3,419.63 | 65.76 |
| GOVERNOR'S OFFICE | 51 | 9,569.66 | 187.64 |
| SECRETARY OF STATE | 33 | 3,550.36 | 107.58 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 448.75 | 149.58 |
| STATE AUDITOR | 60 | 7,745.41 | 129.09 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 24,772.59 | 151.05 |
| JUSTICE | 629 | 108,307.23 | 172.18 |
| PUBLIC SERVICE COMMISSION | 40 | 7,488.50 | 187.21 |
| BOARD OF PUBLIC EDUCATION | 4 | 443.68 | 110.92 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 7,592.92 | 104.01 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 4,783.59 | 39.53 |
| MONTANA ARTS COUNCIL | 9 | 1,695.63 | 188.40 |
| STATE LIBRARY | 47 | 3,359.11 | 71.47 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 407.66 | 135.88 |
| MONTANA HISTORICAL SOCIETY | 62 | 5,631.50 | 90.83 |
| FISH, WILDLIFE & PARKS | 667 | 132,664.10 | 198.89 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 51,497.76 | 127.46 |
| TRANSPORTATION | 1907 | 348,000.67 | 182.48 |
| STATE LANDS | 491 | 54,018.22 | 110.01 |
| LIVESTOCK | 127 | 21,344.52 | 168.06 |
| NATURAL RESOURCE & CONSERVATION | 245 | 31,326.96 | 127.86 |
| REVENUE | 681 | 86,636.26 | 127.21 |
| ADMINISTRATION | 349 | 46,206.42 | 132.39 |
| STATE FUND | 211 | 21,372.10 | 101.28 |
| AGRICULTURE | 99 | 16,160.81 | 163.24 |
| CORRECTIONS & HUMAN SERVICES | 197 | 30,786.11 | 156.27 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 28,618.52 | 78.19 |
| CENTER FOR THE AGED | 120 | 11,264.57 | 93.87 |
| EASTMONT TRAINING CENTER | 118 | 10,044.71 | 85.12 |
| MONTANA STATE PRISON | 459 | 51,026.80 | 111.16 |
| SWAN RIVER FOREST CAMP | 34 | 3,821.95 | 112.41 |
| MONTANA VETERANS HOME | 110 | 6,398.51 | 58.16 |
| MONTANA STATE HOSPITAL | 696 | 75,958.81 | 109.13 |
| BOARD OF PARDONS | 5 | 1,081.00 | 216.20 |
| COMMERCE | 315 | 50,824.19 | 161.34 |
| LABOR & INDUSTRY | 671 | 96,697.82 | 144.11 |
| MILITARY AFFAIRS | 99 | 12,915.07 | 130.45 |
| SOCIAL & REHABILITATION SERVICES | 892 | 123,288.37 | 138.21 |
| FAMILY SERVICES | 423 | 63,431.26 | 149.95 |
| MOUNTAIN VIEW SCHOOL | 78 | 7,719.85 | 98.97 |
| PINE HILLS SCHOOL | 120 | 17,377.85 | 144.81 |
| STATE TOTALS: | 11367 | 1,606,426.20 | 141.32 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 11

STATE OF MONTANA
ACCUMULATED SICK LEAVE REPORT
FOR EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Number of Employees* | Sick Leave | |
|-------------------------------------|-------------------------|----------------------|-------------------------|
| | | Total Accumulated | Average Per Employee |
| LEGISLATIVE | 132 | 39,238.11 | 297.25 |
| SUPREME COURT | 52 | 6,550.64 | 125.97 |
| GOVERNOR'S OFFICE | 51 | 18,797.21 | 368.57 |
| SECRETARY OF STATE | 33 | 6,244.19 | 189.21 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 374.28 | 124.76 |
| STATE AUDITOR | 60 | 11,734.55 | 195.57 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 43,422.37 | 264.77 |
| JUSTICE | 629 | 285,005.51 | 453.10 |
| PUBLIC SERVICE COMMISSION | 40 | 12,859.21 | 321.48 |
| BOARD OF PUBLIC EDUCATION | 4 | 311.18 | 77.79 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 11,263.59 | 154.29 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 37,930.92 | 313.47 |
| MONTANA ARTS COUNCIL | 9 | 2,394.37 | 266.04 |
| STATE LIBRARY | 47 | 5,253.88 | 111.78 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 957.22 | 319.07 |
| MONTANA HISTORICAL SOCIETY | 62 | 11,956.13 | 192.84 |
| FISH, WILDLIFE & PARKS | 667 | 395,374.49 | 592.76 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 103,193.86 | 255.43 |
| TRANSPORTATION | 1907 | 767,743.85 | 402.59 |
| STATE LANDS | 491 | 132,535.98 | 269.93 |
| LIVESTOCK | 127 | 69,667.03 | 548.55 |
| NATURAL RESOURCE & CONSERVATION | 245 | 71,002.98 | 289.80 |
| REVENUE | 681 | 152,145.23 | 223.41 |
| ADMINISTRATION | 349 | 94,089.33 | 269.59 |
| STATE FUND | 211 | 41,489.34 | 196.63 |
| AGRICULTURE | 99 | 37,782.92 | 381.64 |
| CORRECTIONS & HUMAN SERVICES | 197 | 62,113.68 | 315.29 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 42,223.34 | 115.36 |
| CENTER FOR THE AGED | 120 | 26,053.41 | 217.11 |
| EASTMONT TRAINING CENTER | 118 | 19,740.17 | 167.28 |
| MONTANA STATE PRISON | 459 | 104,692.05 | 228.08 |
| SWAN RIVER FOREST CAMP | 34 | 8,900.60 | 261.78 |
| MONTANA VETERANS HOME | 110 | 14,056.38 | 127.78 |
| MONTANA STATE HOSPITAL | 696 | 129,446.67 | 185.98 |
| BOARD OF PARDONS | 5 | 3,603.07 | 720.61 |
| COMMERCE | 315 | 89,852.10 | 285.24 |
| LABOR & INDUSTRY | 671 | 222,644.58 | 331.81 |
| MILITARY AFFAIRS | 99 | 33,073.35 | 334.07 |
| SOCIAL & REHABILITATION SERVICES | 892 | 233,772.51 | 262.07 |
| FAMILY SERVICES | 423 | 110,848.46 | 262.05 |
| MOUNTAIN VIEW SCHOOL | 78 | 12,979.55 | 166.40 |
| PINE HILLS SCHOOL | 120 | 38,124.60 | 317.70 |
| STATE TOTALS: | 11367 | 3,511,442.89 | 308.91 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 12

STATE OF MONTANA
COMPENSATORY TIME REPORT FOR EMPLOYEES BY AGENCY
NON-EXEMPT EMPLOYEES
OCTOBER 26, 1992

| Agency | Number of Employees* that are with | | Accumulated Compensatory Time | |
|----------------------------------|---------------------------------------|-----------|----------------------------------|---------|
| | Non-Exempt | Comp Time | Total | Average |
| LEGISLATIVE | 5 | 0 | 0.00 | 0.00 |
| SUPREME COURT | 22 | 3 | 67.00 | 22.33 |
| GOVERNOR'S OFFICE | 13 | 5 | 97.00 | 19.40 |
| SECRETARY OF STATE | 24 | 11 | 41.10 | 3.74 |
| STATE AUDITOR | 40 | 0 | 0.00 | 0.00 |
| OFFICE OF PUBLIC INSTRUCTION | 80 | 32 | 813.10 | 25.41 |
| JUSTICE | 550 | 174 | 6777.90 | 38.95 |
| PUBLIC SERVICE COMMISSION | 17 | 10 | 82.50 | 8.25 |
| BOARD OF PUBLIC EDUCATION | 3 | 3 | 139.00 | 46.33 |
| COMMISSIONER OF HIGHER EDUCATION | 49 | 24 | 692.90 | 28.87 |
| SCHOOL FOR THE DEAF & BLIND | 77 | 8 | 85.50 | 10.69 |
| MONTANA ARTS COUNCIL | 3 | 2 | 48.30 | 24.15 |
| STATE LIBRARY | 40 | 17 | 339.70 | 19.98 |
| COUNCIL ON VOCATIONAL EDUCATION | 1 | 0 | 0.00 | 0.00 |
| MONTANA HISTORICAL SOCIETY | 52 | 21 | 147.00 | 7.00 |
| FISH, WILDLIFE & PARKS | 415 | 230 | 8438.50 | 36.69 |
| HEALTH & ENVIRONMENTAL SCIENCE | 112 | 52 | 830.90 | 15.98 |
| TRANSPORTATION | 1803 | 487 | 21098.00 | 43.32 |
| STATE LANDS | 294 | 0 | 0.00 | 0.00 |
| LIVESTOCK | 83 | 27 | 1017.70 | 37.69 |
| NATURAL RESOURCE & CONSERVATION | 205 | 27 | 295.40 | 10.94 |
| REVENUE | 633 | 169 | 4524.00 | 26.77 |
| ADMINISTRATION | 238 | 103 | 1969.70 | 19.12 |
| STATE FUND | 178 | 93 | 1402.60 | 15.08 |
| AGRICULTURE | 82 | 42 | 1030.50 | 24.54 |
| CORRECTIONS & HUMAN SERVICES | 33 | 2 | 21.00 | 10.50 |
| CENTER FOR THE AGED | 99 | 0 | 0.00 | 0.00 |
| EASTMONT TRAINING CENTER | 11 | 4 | 46.50 | 11.63 |
| MONTANA STATE PRISON | 419 | 12 | 81.00 | 6.75 |
| SWAN RIVER FOREST CAMP | 2 | 1 | 39.30 | 39.30 |
| MONTANA VETERANS HOME | 94 | 1 | 3.70 | 3.70 |
| BOARD OF PARDONS | 1 | 0 | 0.00 | 0.00 |
| COMMERCE | 247 | 124 | 4006.80 | 32.31 |
| LABOR & INDUSTRY | 628 | 147 | 1393.70 | 9.48 |
| MILITARY AFFAIRS | 95 | 42 | 1591.00 | 37.88 |
| SOCIAL & REHABILITATION SERVICES | 849 | 239 | 2617.00 | 10.95 |
| FAMILY SERVICES | 408 | 276 | 17106.00 | 61.98 |
| MOUNTAIN VIEW SCHOOL | 75 | 23 | 609.00 | 26.48 |
| PINE HILLS SCHOOL | 114 | 66 | 2764.40 | 41.88 |
| STATE TOTALS: | 8094 | 2477 | 80217.70 | 32.39 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 13

STATE OF MONTANA
COMPENSATORY TIME REPORT FOR EMPLOYEES BY AGENCY
EXEMPT EMPLOYEES
OCTOBER 26, 1992

| Agency | <u>Number of Employees*</u> that are with | | <u>Accumulated</u> <u>Compensatory Time</u> | |
|-------------------------------------|--|-----------|--|---------|
| | Exempt | Comp Time | Total | Average |
| LEGISLATIVE | 127 | 89 | 5485.10 | 61.63 |
| SUPREME COURT | 30 | 4 | 74.00 | 18.50 |
| GOVERNOR'S OFFICE | 38 | 32 | 3943.50 | 123.23 |
| SECRETARY OF STATE | 9 | 7 | 760.60 | 108.66 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 3 | 89.90 | 29.97 |
| STATE AUDITOR | 20 | 7 | 693.00 | 99.00 |
| OFFICE OF PUBLIC INSTRUCTION | 84 | 68 | 6610.50 | 97.21 |
| JUSTICE | 79 | 64 | 3966.70 | 61.98 |
| PUBLIC SERVICE COMMISSION | 23 | 20 | 723.70 | 36.19 |
| BOARD OF PUBLIC EDUCATION | 1 | 1 | 25.00 | 25.00 |
| COMMISSIONER OF HIGHER EDUCATION | 24 | 20 | 2577.00 | 128.85 |
| SCHOOL FOR THE DEAF & BLIND | 44 | 11 | 136.00 | 12.36 |
| MONTANA ARTS COUNCIL | 6 | 6 | 1072.40 | 178.73 |
| STATE LIBRARY | 7 | 7 | 359.40 | 51.34 |
| COUNCIL ON VOCATIONAL EDUCATION | 2 | 2 | 44.50 | 22.25 |
| MONTANA HISTORICAL SOCIETY | 10 | 8 | 271.50 | 33.94 |
| FISH, WILDLIFE & PARKS | 252 | 246 | 33899.20 | 137.80 |
| HEALTH & ENVIRONMENTAL SCIENCE | 292 | 249 | 7183.90 | 28.85 |
| TRANSPORTATION | 104 | 86 | 8053.30 | 93.64 |
| STATE LANDS | 197 | 168 | 10012.60 | 59.60 |
| LIVESTOCK | 44 | 37 | 4744.50 | 128.23 |
| NATURAL RESOURCE & CONSERVATION | 40 | 20 | 1046.50 | 52.33 |
| REVENUE | 48 | 39 | 1807.60 | 46.35 |
| ADMINISTRATION | 111 | 82 | 2444.20 | 29.81 |
| STATE FUND | 33 | 31 | 2730.50 | 88.08 |
| AGRICULTURE | 17 | 17 | 1649.80 | 97.05 |
| CORRECTIONS & HUMAN SERVICES | 164 | 90 | 4615.70 | 51.29 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 41 | 1546.30 | 37.71 |
| CENTER FOR THE AGED | 21 | 13 | 375.50 | 28.88 |
| EASTMONT TRAINING CENTER | 107 | 7 | 148.50 | 21.21 |
| MONTANA STATE PRISON | 40 | 25 | 1327.90 | 53.12 |
| SWAN RIVER FOREST CAMP | 32 | 20 | 1006.10 | 50.31 |
| MONTANA VETERANS HOME | 16 | 12 | 111.20 | 9.27 |
| MONTANA STATE HOSPITAL | 696 | 88 | 5711.50 | 64.90 |
| BOARD OF PARDONS | 4 | 3 | 64.50 | 21.50 |
| COMMERCE | 68 | 58 | 4768.30 | 82.21 |
| LABOR & INDUSTRY | 43 | 29 | 757.30 | 26.11 |
| MILITARY AFFAIRS | 4 | 4 | 542.10 | 135.53 |
| SOCIAL & REHABILITATION SERVICES | 43 | 36 | 1406.60 | 39.07 |
| FAMILY SERVICES | 15 | 9 | 398.80 | 44.31 |
| MOUNTAIN VIEW SCHOOL | 3 | 2 | 54.50 | 27.25 |
| PINE HILLS SCHOOL | 6 | 1 | 24.00 | 24.00 |
| STATE TOTALS: | 3273 | 1762 | 123263.70 | 69.96 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 14

STATE OF MONTANA
LENGTH OF SERVICE FOR EMPLOYEES BY AGENCY
OCTOBER 26, 1992

| Agency | Number of Employees* | Average Length of Service | |
|-------------------------------------|-------------------------|---------------------------|------------------------|
| | | in State Government | in Current Position |
| LEGISLATIVE | 132 | 7.12 | 5.90 |
| SUPREME COURT | 52 | 4.42 | 3.01 |
| GOVERNOR'S OFFICE | 51 | 6.56 | 3.72 |
| SECRETARY OF STATE | 33 | 5.66 | 1.93 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 2.66 | 2.66 |
| STATE AUDITOR | 60 | 5.53 | 2.66 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 7.86 | 4.03 |
| JUSTICE | 629 | 8.88 | 4.41 |
| PUBLIC SERVICE COMMISSION | 40 | 9.62 | 6.47 |
| BOARD OF PUBLIC EDUCATION | 4 | 1.00 | 0.75 |
| COMMISSIONER OF HIGHER EDUCATION | 73 | 3.49 | 2.13 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 7.75 | 5.62 |
| MONTANA ARTS COUNCIL | 9 | 6.44 | 6.11 |
| STATE LIBRARY | 47 | 5.46 | 2.44 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 3.66 | 3.66 |
| MONTANA HISTORICAL SOCIETY | 62 | 5.66 | 3.59 |
| FISH, WILDLIFE & PARKS | 667 | 8.71 | 4.35 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 6.15 | 3.20 |
| TRANSPORTATION | 1907 | 10.48 | 5.00 |
| STATE LANDS | 491 | 5.88 | 3.46 |
| LIVESTOCK | 127 | 9.24 | 5.49 |
| NATURAL RESOURCE & CONSERVATION | 245 | 8.36 | 5.58 |
| REVENUE | 681 | 7.45 | 4.23 |
| ADMINISTRATION | 349 | 7.70 | 3.65 |
| STATE FUND | 211 | 5.17 | 1.37 |
| AGRICULTURE | 99 | 7.22 | 5.00 |
| CORRECTIONS & HUMAN SERVICES | 197 | 6.89 | 4.01 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 6.38 | 0.57 |
| CENTER FOR THE AGED | 120 | 6.99 | 0.62 |
| EASTMONT TRAINING CENTER | 118 | 5.35 | 0.72 |
| MONTANA STATE PRISON | 459 | 6.58 | 0.76 |
| SWAN RIVER FOREST CAMP | 34 | 8.38 | 0.67 |
| MONTANA VETERANS HOME | 110 | 5.16 | 0.72 |
| MONTANA STATE HOSPITAL | 696 | 9.20 | 0.70 |
| BOARD OF PARDONS | 5 | 4.40 | 0.60 |
| COMMERCE | 315 | 6.57 | 3.50 |
| LABOR & INDUSTRY | 671 | 8.52 | 3.93 |
| MILITARY AFFAIRS | 99 | 6.26 | 3.38 |
| SOCIAL & REHABILITATION SERVICES | 892 | 7.90 | 4.35 |
| FAMILY SERVICES | 423 | 7.29 | 2.65 |
| MOUNTAIN VIEW SCHOOL | 78 | 5.85 | 2.87 |
| PINE HILLS SCHOOL | 120 | 7.48 | 2.39 |
| STATE AVERAGE: | 11367 | 7.96 | 3.56 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

CHAPTER II

EQUAL EMPLOYMENT OPPORTUNITY AND COMPARABLE WORTH PROGRAMS

In 1981, the State of Montana affirmed its commitment to fair employment practices with Executive Order 24-81. The Executive Order commits the executive branch of government to an Equal Employment Opportunity (EEO) Program. The program objective is to "eliminate discrimination in personnel salaries and procedures, job structuring and classification, hiring, firing, promoting and training." The Department of Administration is required to implement and maintain the program.

As part of the EEO Program, the Department of Administration established a statewide Affirmative Action (AA) Program. The goal is to equalize employment opportunities for those groups of people historically denied equal access—women, minorities and people with disabilities. An EEO Officer in each agency develops the agency's program and works with managers to identify and correct discriminatory practices. Table A below shows the progress agencies have made since the program was implemented.

TABLE A
STATE OF MONTANA
AFFECTED GROUPS BY EEO CATEGORY
PERMANENT EMPLOYEES ONLY
COMPARING JULY 1, 1981 TO OCTOBER 26, 1992

| EEO Category | Total Number* | | % Female | | % Minorities | | % Disabled* | |
|----------------------------|---------------|-------|----------|------|--------------|-----|-------------|-----|
| | 81 | 92 | 81 | 92 | 81 | 92 | 81 | 92 |
| ADMINISTRATORS & OFFICIALS | 449 | 877 | 17.8 | 27.8 | 1.0 | 2.1 | --- | 3.0 |
| PROFESSIONALS | 3035 | 3639 | 32.5 | 42.2 | 2.5 | 2.8 | --- | 3.5 |
| TECHNICIANS | 1707 | 2143 | 49.7 | 56.2 | 2.0 | 2.7 | --- | 2.5 |
| PROTECTIVE SERVICES | 421 | 714 | 3.1 | 12.0 | 2.6 | 2.6 | --- | 1.1 |
| PARA PROFESSIONAL | 842 | 903 | 64.5 | 61.2 | 3.1 | 4.8 | --- | 2.2 |
| CLERICAL | 1690 | 1312 | 90.2 | 85.1 | 2.6 | 3.4 | --- | 2.6 |
| SKILLED CRAFT | 414 | 792 | 1.7 | 5.0 | 1.9 | 5.5 | --- | 2.6 |
| SERVICE & MAINTENANCE | 779 | 513 | 16.4 | 26.5 | 4.1 | 2.7 | --- | 2.2 |
| STATE TOTALS: | 9390 | 10893 | 46.4 | 45.0 | 2.5 | 3.1 | 2.5 | 2.8 |

* Disability Status data was not available by EEO Categories in 1981. Approximately 245 (2.5%) people with disabilities were identified in the state's workforce.

In 1983, the Montana State Legislature affirmed its commitment to equitable pay practices in state government by enacting the "comparable worth statute." This law requires the Department of Administration, ". . ., [to] work toward the goal of establishing a standard of equal pay for comparable worth" (2-18-208, MCA). The department is required to report progress towards meeting this standard and to recommend removal of impediments. This 1992 update is the fifth such report.

COMPARABLE WORTH - A DEFINITION

Comparable worth is equal pay for jobs that are of equivalent value to a given employer despite the relative salaries in the surrounding labor market. Comparable worth assures that salaries of jobs are not based on the sex or race of employees. Instead, they are based on job characteristics the employer considers to be of value.

JOB EVALUATION

Objective job evaluation is essential to achieve comparable worth. Job evaluation in its simplest form is the process used to evaluate and measure jobs to establish relative job worth. To achieve comparable worth use of a bias-free job evaluation method that measures job content and can be applied consistently to all jobs is necessary.

A "point factoring" method is the job evaluation method of choice for measuring comparable worth.¹ With point factoring, jobs are assigned points to reflect strength or weaknesses in each of several predefined factors (e.g., skill, effort, responsibility). A hierarchy of jobs is constructed based on total points received. The job is placed in a grade and in turn in a pay range as determined by the point total. With a point-factoring system an Administrative Assistant can be compared to a Correctional Officer in terms of each predetermined factor. The relationship between job content and pay develops without regard to gender.

The Department of Administration is converting the state's job evaluation method to a point factoring method. The method of classifying jobs used historically has been cited in all previous reports as an impediment to measuring whether the state has achieved a standard of comparable worth. Implementation of the point factoring method, called the Benchmark Factoring Method (BFM) began in September, 1991. Approximately 330 classes in 30 occupational areas have been analyzed and converted to the BFM. Plans are to have all 1300+ classes converted to the new method by June, 1993.

Both the EEO and comparable worth analyses rely on data found in the tables in this report. For this comparable worth analysis, only the differences between salaries paid males and females are considered. The difference is often described as the "wage gap."

¹ Helen Remick, "Major Issues in A-priori Applications," Comparable Worth and Wage Discrimination, Temple University Press, (Philadelphia: 1984), p. 99.

THE WAGE GAP

The average salary for females under the statewide pay schedule is \$21,167 while the average salary for males is \$26,163-- a raw wage gap of 19 percent. This figure has decreased by approximately seven percent since the first comparable worth report in 1985. Table 25 (page 33) shows the current average male and female salary differences. Table 24 (page 32) shows the change in the wage gap since 1985.

COMPONENTS OF THE WAGE GAP

Job content and longevity - the components contained in law - should determine differences in earnings between male and female employees. The analyses in Table B (page 21) shows that 12.4% of the current wage gap can be attributed to differences in job content and longevity. Previous comparable worth reports have shown that most of the wage gap is a result of these components.

Longevity

Employees receive compensation for length of service (longevity) which is authorized in 2-18-304, MCA. Longevity currently accounts for one percent of the wage gap, down from three percent in the 1990 report. Male employees have received more salary increases based on longevity, explaining part of the wage gap.

Job Content

Employees covered by the statewide classification and pay schedule receive compensation for "responsibilities assumed" and "complexity of work" performed (job content) as authorized in 2-18-202, MCA. A point factor job evaluation method best measures differences in job content. Since a point factoring method has not been fully implemented for the statewide classification system, an alternate method of analysis was used relying on grouping all positions into the eight EEO categories.

To determine the amount of the wage gap caused by job content, total salary paid to positions in each EEO category was used. Combining salaries with other classes in the same EEO category mitigates the effect of salary disparities in any particular class. Total salary was apportioned based on the percent males or females employed in the category.

Table B shows a total average salary for female state employees that is 88.6 percent of male employees. This indicates that 11.4 percent of the wage gap

is the result of legitimate differences in job content. This much of the gap cannot be closed through efforts to achieve a standard of comparable worth.

TABLE B
WAGE GAP BASED ON JOB CONTENT

| EEO Category | MALE | | FEMALE | | Portions of Total Salary Male Female | |
|--------------------------|----------------|-----------|----------------|-----------|--|--------------------|
| | Number 1992 | % 1992 | Number 1992 | % 1992 | | |
| Officials/Administrators | 550 | 73% | 202 | 27% | 20,625,317 | 7,628,542 |
| Professionals | 1,895 | 58% | 1,365 | 42% | 51,496,875 | 37,290,841 |
| Technicians | 866 | 41% | 1,223 | 59% | 18,451,446 | 26,552,082 |
| Protective Service | 597 | 87% | 87 | 13% | 13,341,677 | 1,993,584 |
| Para-Professional | 347 | 41% | 496 | 59% | 5,984,821 | 8,612,304 |
| Clerical | 95 | 8% | 1,073 | 92% | 1,556,519 | 17,899,979 |
| Craft | 64 | 68% | 30 | 32% | 1,373,148 | 646,188 |
| Service | 254 | 57% | 195 | 33% | 4,302,787 | 3,245,963 |
| STATE TOTALS: | 4,668 | | 4,671 | | 117,132,590 | 103,869,483 |
| AVERAGE SALARY: | 25,092 | | 22,237 | | | |

The salary for females is 88.6% of the salary for men. The wage gap is 11.4%.

A portion of the wage gap is produced because more males are in higher-paying jobs, while more females are in lower-paying jobs.

CONCLUSIONS AND RECOMMENDATIONS

A much more extensive analysis of comparable worth in Montana State government is available in comparable worth reports prepared for previous legislatures. (1985, 1987, 1989, 1991). Also a detailed comparison of the EEO Program is available in previous annual publications of the **Report to the Governor on EEO/AA Program**. The basic characteristics about comparable worth in Montana State government reported in these previous reports have not changed.

While it can be shown the State of Montana has practiced a policy of "equal pay for jobs of equal value," no systematic review has been conducted. For the most part, the standard has been met for employees in the statewide classification and pay schedule (pay plan 60). Separate pay plans continue to be an issue. For example, employees in the Blue Collar and Retail Clerks Pay Plans receive higher pay than those in comparable jobs under the statewide schedule (pay plan 60).

Job content and longevity explain the majority of the wage gap, but some still remains unexplained. However, some conjecture can be made about the unexplained portion.

Men tend to continue to dominate occupations that pay better than those dominated by women as illustrated in Table 25 (page 33). This may be the result of a variety or combination of historical, societal (artificial barriers) and market factors. Agencies are working to eliminate artificial barriers and improve the recruitment and selection process. As shown in Table A on page 18, agencies have made significant increases in the representation of women, minorities and people with disabilities.

The lack of a single standard of measurement that can be applied consistently and objectively is being eliminated through the implementation of the Benchmark Factoring Methodology, (BFM). The figure given for the wage gap produced by job content is a rough estimate. As more precise measurements of job content are made through BFM, more of the wage gap may be explained by legitimate differences in job content.

Other personnel and pay practices may affect the wage gap but have not been investigated. For example, more career ladders exist in male-dominant occupations than in female-dominant occupations.

Full implementation of BFM and a continued commitment to the EEO/AA Program will allow the state of Montana to meet the goals envisioned by the comparable worth statute and Executive Order on EEO. We recommend maintaining these current efforts.

TABLE 15

STATE OF MONTANA
EMPLOYEES BY EEO CATEGORY
OCTOBER 26, 1992

| NUMBER OF EMPLOYEES | | | |
|----------------------------|------------|-------------|--------------|
| EEO Category | Employees* | Permanent** | Temporary*** |
| ADMINISTRATORS & OFFICIALS | 881 | 877 | 4 |
| PROFESSIONALS | 3687 | 3639 | 48 |
| TECHNICIANS | 2232 | 2143 | 89 |
| PROTECTIVE SERVICES | 723 | 714 | 9 |
| PARA PROFESSIONAL | 905 | 903 | 2 |
| CLERICAL | 1384 | 1312 | 72 |
| SKILLED CRAFT | 794 | 792 | 2 |
| SERVICE & MAINTENANCE | 761 | 513 | 248 |
| STATE TOTALS: | 11367 | 10893 | 474 |

AFFECTED GROUPS FOR PERMANENT EMPLOYEES ONLY

| EEO Category | Total | Employees | | |
|----------------------------|-------|-----------|------------|----------|
| | | Female | Minorities | Disabled |
| ADMINISTRATORS & OFFICIALS | 877 | 245 | 19 | 27 |
| PROFESSIONALS | 3639 | 1558 | 105 | 132 |
| TECHNICIANS | 2143 | 1255 | 61 | 57 |
| PROTECTIVE SERVICES | 714 | 87 | 19 | 8 |
| PARA PROFESSIONAL | 903 | 554 | 44 | 20 |
| CLERICAL | 1312 | 1178 | 47 | 36 |
| SKILLED CRAFT | 792 | 40 | 44 | 21 |
| SERVICE & MAINTENANCE | 513 | 202 | 21 | 17 |
| STATE TOTALS: | 10893 | 5119 | 360 | 318 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 16

**STATE OF MONTANA
AVERAGE AGE OF EMPLOYEES BY EEO CATEGORY
OCTOBER 26, 1992**

| EEO Category | Employees* Average Age | Permanent** Average Age | Temporary*** Average Age |
|----------------------------|---------------------------------------|--|---|
| ADMINISTRATORS & OFFICIALS | 46 | 45 | 43 |
| PROFESSIONALS | 41 | 41 | 37 |
| TECHNICIANS | 41 | 41 | 34 |
| PROTECTIVE SERVICES | 39 | 39 | 37 |
| PARA PROFESSIONAL | 39 | 39 | 31 |
| CLERICAL | 41 | 41 | 43 |
| SKILLED CRAFT | 44 | 43 | 46 |
| SERVICE & MAINTENANCE | 42 | 43 | 36 |
| STATE AVERAGE: | 41 | 41 | 37 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

** Includes Full-Time and Part-Time Positions.

*** Includes Temporary, Seasonal, and Intermittent Positions.

TABLE 17

**STATE OF MONTANA
AVERAGE AGE OF MALE/FEMALE
EMPLOYEES BY EEO CATEGORY
OCTOBER 26, 1992**

| EEO Category | Employees* Average Age | Male Average Age | Female Average Age |
|----------------------------|---------------------------------------|---------------------------------|-----------------------------------|
| ADMINISTRATORS & OFFICIALS | 46 | 46 | 44 |
| PROFESSIONALS | 41 | 41 | 40 |
| TECHNICIANS | 41 | 41 | 40 |
| PROTECTIVE SERVICES | 39 | 39 | 37 |
| PARA PROFESSIONAL | 39 | 38 | 39 |
| CLERICAL | 41 | 41 | 41 |
| SKILLED CRAFT | 44 | 43 | 43 |
| SERVICE & MAINTENANCE | 42 | 40 | 42 |
| STATE AVERAGE: | 41 | 41 | 40 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 18

STATE OF MONTANA
NUMBER OF PERMANENT EMPLOYEES BY PAY PLAN
OCTOBER 26, 1992

| Agency | Employees* in Pay Plans** | | | | | | Exempt*** 000 |
|-------------------------------------|---------------------------|-----------------------|------------------------|-----------------------|-----------------------|-------------------|------------------|
| | Total Employees | State- wide 060 | Liquor Store 061 | Blue Collar 062 | Teachers 063 & 064 | Physicians 067 | |
| LEGISLATIVE | 132 | 0 | 0 | 0 | 0 | 0 | 132 |
| SUPREME COURT | 52 | 0 | 0 | 0 | 0 | 0 | 52 |
| GOVERNOR'S OFFICE | 51 | 32 | 0 | 0 | 0 | 0 | 19 |
| SECRETARY OF STATE | 33 | 25 | 0 | 0 | 0 | 0 | 8 |
| COMMISSIONER OF POLITICAL PRACTICES | 3 | 2 | 0 | 0 | 0 | 0 | 1 |
| STATE AUDITOR | 60 | 46 | 0 | 0 | 0 | 0 | 14 |
| OFFICE OF PUBLIC INSTRUCTION | 164 | 146 | 0 | 0 | 0 | 0 | 18 |
| JUSTICE | 628 | 613 | 0 | 0 | 0 | 0 | 15 |
| PUBLIC SERVICE COMMISSION | 40 | 32 | 0 | 0 | 0 | 0 | 8 |
| BOARD OF PUBLIC EDUCATION | 4 | 3 | 0 | 0 | 0 | 0 | 1 |
| COMMISSIONER OF HIGHER EDUCATION | 71 | 48 | 0 | 0 | 0 | 0 | 23 |
| SCHOOL FOR THE DEAF & BLIND | 121 | 46 | 0 | 0 | 0 | 0 | 75 |
| MONTANA ARTS COUNCIL | 9 | 9 | 0 | 0 | 0 | 0 | 0 |
| STATE LIBRARY | 46 | 46 | 0 | 0 | 0 | 0 | 0 |
| COUNCIL ON VOCATIONAL EDUCATION | 3 | 3 | 0 | 0 | 0 | 0 | 0 |
| MONTANA HISTORICAL SOCIETY | 55 | 54 | 0 | 1 | 0 | 0 | 0 |
| FISH, WILDLIFE & PARKS | 510 | 509 | 0 | 0 | 0 | 0 | 1 |
| HEALTH & ENVIRONMENTAL SCIENCE | 404 | 398 | 0 | 0 | 0 | 0 | 6 |
| TRANSPORTATION | 1859 | 1179 | 0 | 679 | 0 | 0 | 1 |
| STATE LANDS | 290 | 278 | 0 | 11 | 0 | 0 | 1 |
| LIVESTOCK | 127 | 127 | 0 | 0 | 0 | 0 | 0 |
| NATURAL RESOURCE & CONSERVATION | 245 | 241 | 0 | 0 | 0 | 0 | 4 |
| REVENUE | 649 | 579 | 57 | 7 | 0 | 0 | 6 |
| ADMINISTRATION | 336 | 320 | 0 | 12 | 0 | 0 | 4 |
| STATE FUND | 209 | 0 | 0 | 0 | 0 | 0 | 209 |
| AGRICULTURE | 97 | 95 | 0 | 0 | 0 | 0 | 2 |
| CORRECTIONS & HUMAN SERVICES | 193 | 191 | 0 | 0 | 1 | 0 | 1 |
| MONTANA DEVELOPMENTAL CENTER | 366 | 353 | 0 | 12 | 1 | 0 | 0 |
| CENTER FOR THE AGED | 120 | 120 | 0 | 0 | 0 | 0 | 0 |
| EASTMONT TRAINING CENTER | 118 | 118 | 0 | 0 | 0 | 0 | 0 |
| MONTANA STATE PRISON | 457 | 432 | 0 | 9 | 15 | 1 | 0 |
| SWAN RIVER FOREST CAMP | 34 | 33 | 0 | 0 | 1 | 0 | 0 |
| MONTANA VETERANS HOME | 110 | 110 | 0 | 0 | 0 | 0 | 0 |
| MONTANA STATE HOSPITAL | 696 | 641 | 0 | 43 | 4 | 8 | 0 |
| BOARD OF PARDOONS | 5 | 5 | 0 | 0 | 0 | 0 | 0 |
| COMMERCE | 314 | 301 | 0 | 0 | 0 | 0 | 13 |
| LABOR & INDUSTRY | 670 | 662 | 0 | 0 | 0 | 0 | 8 |
| MILITARY AFFAIRS | 99 | 68 | 0 | 0 | 0 | 0 | 31 |
| SOCIAL & REHABILITATION SERVICES | 892 | 889 | 0 | 0 | 0 | 0 | 3 |
| FAMILY SERVICES | 423 | 422 | 0 | 0 | 0 | 0 | 1 |
| MOUNTAIN VIEW SCHOOL | 78 | 59 | 0 | 0 | 19 | 0 | 0 |
| PINE HILLS SCHOOL | 120 | 104 | 0 | 0 | 14 | 0 | 2 |
| STATE TOTALS: | 10893 | 9339 | 57 | 774 | 55 | 9 | 659 |

* Includes all state employees except University Systems, Vo-Techs, State Elected Officials, and State Legislators.

** MCA 2-18(1-3) provides for the various classification and pay pay plans for State employees.

*** Contains employees which are exempt from any classification and pay plan.

TABLE 19

EMPLOYEE DISTRIBUTION BY OCCUPATIONAL CATEGORY
 COMPARING FY85 THROUGH FY93
 STATEWIDE PAY PLAN 060
 PERMANENT EMPLOYEES ONLY*

| EEO Category | FY83 | | FY87 | | FY89 | | FY91 | | FY93 | |
|--------------------------|-------|-----|-------|-----|-------|-----|-------|-----|-------|-----|
| | # | % | # | % | # | % | # | % | # | % |
| Administrators/Officials | | | | | | | | | | |
| Female | 72 | 16% | 79 | 17% | 116 | 18% | 159 | 23% | 202 | 27% |
| Male | 388 | 84% | 386 | 83% | 523 | 82% | 537 | 77% | 550 | 73% |
| Professionals | | | | | | | | | | |
| Female | 893 | 33% | 997 | 36% | 1,109 | 38% | 1,091 | 39% | 1,365 | 42% |
| Male | 1,799 | 67% | 1,800 | 64% | 1,637 | 62% | 1,693 | 61% | 1,895 | 58% |
| Technicians | | | | | | | | | | |
| Female | 898 | 51% | 904 | 52% | 920 | 53% | 971 | 54% | 1,223 | 59% |
| Male | 872 | 49% | 840 | 48% | 818 | 47% | 811 | 46% | 886 | 41% |
| Protective Service | | | | | | | | | | |
| Female | 36 | 7% | 43 | 8% | 60 | 10% | 64 | 10% | 87 | 13% |
| Male | 476 | 93% | 513 | 92% | 530 | 90% | 548 | 90% | 597 | 87% |
| Skilled Craft | | | | | | | | | | |
| Female | 8 | 14% | 7 | 14% | 16 | 22% | 20 | 29% | 30 | 32% |
| Male | 50 | 86% | 42 | 86% | 56 | 78% | 49 | 71% | 64 | 68% |
| Paraprofessionals | | | | | | | | | | |
| Female | 511 | 64% | 468 | 61% | 379 | 60% | 390 | 61% | 496 | 59% |
| Male | 289 | 36% | 293 | 39% | 248 | 40% | 248 | 39% | 347 | 41% |
| Clerical | | | | | | | | | | |
| Female | 1,259 | 93% | 1,204 | 92% | 1,031 | 92% | 962 | 93% | 1,073 | 92% |
| Male | 94 | 7% | 90 | 8% | 91 | 8% | 74 | 7% | 95 | 8% |
| Service/Maintenance | | | | | | | | | | |
| Female | 63 | 24% | 67 | 27% | 127 | 36% | 120 | 38% | 195 | 43% |
| Male | 195 | 76% | 183 | 73% | 224 | 64% | 192 | 62% | 254 | 57% |
| TOTALS | | | | | | | | | | |
| FEMALE | 3,740 | | 3,669 | | 3,668 | | 3,782 | | 4,671 | |
| MALE | 4,163 | | 4,174 | | 4,124 | | 4,152 | | 4,668 | |

TABLE 20

STATE OF MONTANA
AVERAGE ANNUAL PAY OF MALE/FEMALE
EMPLOYEES BY EEO CATEGORY
OCTOBER 26, 1992

STATEWIDE PAY PLAN 060

| EEO Category | TOTAL | | MALE | | FEMALE | |
|-------------------------------|----------|---------|----------|---------|----------|---------|
| | Employee | Avg Pay | Employee | Avg Pay | Employee | Avg Pay |
| ADMINISTRATORS & OFFICIALS | 752 | 37,572 | 550 | 38,888 | 202 | 33,987 |
| PROFESSIONALS | 3,260 | 27,235 | 1,895 | 28,229 | 1,365 | 25,856 |
| TECHNICIANS | 2,089 | 21,543 | 866 | 23,240 | 1,223 | 20,341 |
| PROTECTIVE SERVICES | 684 | 22,420 | 597 | 22,761 | 87 | 20,082 |
| PARA PROFESSIONAL | 843 | 17,316 | 347 | 17,620 | 496 | 17,102 |
| CLERICAL | 1,168 | 16,658 | 95 | 15,926 | 1,073 | 16,723 |
| SKILLED CRAFT | 94 | 21,482 | 64 | 21,794 | 30 | 20,818 |
| SERVICE & MAINTENANCE | 449 | 16,812 | 254 | 17,758 | 195 | 15,580 |
| STATE TOTALS: | 9,339 | 23,664 | 4,668 | 26,163 | 4,671 | 21,167 |

* Includes data from all state employees except University System employees, Vo-Tech employees, State Elected Officials and Legislators.

TABLE 21

STATE OF MONTANA
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

| GRADE | Number of Employees | | | | | | | Disabled | |
|---------|---------------------|------|--------|-------|---------------------|---------------------|--|----------|-----|
| | Total | Male | Female | White | American Indians | Other Minorities | | No | Yes |
| | | | | | | | | | |
| 04 | 1 | 0 | 1 | 1 | 0 | 0 | | 0 | 0 |
| 05 | 150 | 52 | 98 | 144 | 4 | 2 | | 103 | 7 |
| 06 | 244 | 69 | 175 | 238 | 5 | 1 | | 196 | 9 |
| 07 | 589 | 144 | 445 | 558 | 20 | 11 | | 511 | 18 |
| 08 | 1129 | 275 | 854 | 1086 | 23 | 20 | | 944 | 25 |
| 09 | 721 | 219 | 502 | 698 | 9 | 14 | | 603 | 18 |
| 10 | 830 | 389 | 441 | 799 | 14 | 17 | | 706 | 15 |
| 11 | 748 | 280 | 468 | 721 | 20 | 7 | | 651 | 24 |
| 12 | 847 | 442 | 405 | 821 | 15 | 11 | | 714 | 37 |
| 13 | 1038 | 654 | 384 | 1006 | 21 | 11 | | 907 | 29 |
| 14 | 1074 | 722 | 352 | 1042 | 17 | 15 | | 950 | 35 |
| 15 | 731 | 488 | 243 | 715 | 10 | 6 | | 674 | 22 |
| 16 | 558 | 393 | 165 | 547 | 6 | 5 | | 508 | 17 |
| 17 | 327 | 247 | 80 | 320 | 4 | 3 | | 302 | 10 |
| 18 | 179 | 142 | 37 | 175 | 2 | 2 | | 170 | 3 |
| 19 | 98 | 85 | 13 | 97 | 1 | 0 | | 89 | 4 |
| 20 | 31 | 28 | 3 | 31 | 0 | 0 | | 29 | 0 |
| 21 | 22 | 20 | 2 | 22 | 0 | 0 | | 22 | 0 |
| 22 | 18 | 16 | 2 | 18 | 0 | 0 | | 17 | 0 |
| 23 | 2 | 2 | 0 | 2 | 0 | 0 | | 2 | 0 |
| 24 | 2 | 1 | 1 | 2 | 0 | 0 | | 2 | 0 |
| TOTALS: | 9339 | 4668 | 4671 | 9043 | 171 | 125 | | 8100 | 273 |

TABLE 22

STATE OF MONTANA
AFFECTED GROUPS BY PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

CLASSIFICATION EXEMPT PAY PLAN 000

| GRADE | Number of Employees | | | | | | Disabled | |
|----------------------|---------------------|------------|------------|------------|------------------|------------------|------------|-----------|
| | Total | Male | Female | White | American Indians | Other Minorities | No | Yes |
| 00 | 657 | 283 | 374 | 640 | 11 | 6 | 530 | 22 |
| Incorrect Assignment | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTALS: | 659 | 283 | 374 | 640 | 11 | 6 | 530 | 22 |

LIQUOR STORE PAY PLAN 061

| GRADE | Number of Employees | | | | | | Disabled | |
|----------------|---------------------|-----------|-----------|-----------|------------------|------------------|-----------|----------|
| | Total | Male | Female | White | American Indians | Other Minorities | No | Yes |
| 02 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 1 |
| 04 | 30 | 16 | 14 | 30 | 0 | 0 | 23 | 1 |
| 05 | 3 | 1 | 2 | 3 | 0 | 0 | 2 | 0 |
| 06 | 7 | 3 | 4 | 7 | 0 | 0 | 5 | 0 |
| 07 | 11 | 6 | 5 | 11 | 0 | 0 | 9 | 0 |
| 08 | 5 | 3 | 2 | 5 | 0 | 0 | 5 | 0 |
| TOTALS: | 57 | 30 | 27 | 57 | 0 | 0 | 44 | 2 |

BLUE COLLAR PAY PLAN 062

| GRADE | Number of Employees | | | | | | Disabled | |
|----------------|---------------------|------------|-----------|------------|------------------|------------------|------------|-----------|
| | Total | Male | Female | White | American Indians | Other Minorities | No | Yes |
| 05 | 24 | 20 | 4 | 24 | 0 | 0 | 21 | 1 |
| 06 | 4 | 4 | 0 | 3 | 0 | 1 | 3 | 0 |
| 07 | 246 | 232 | 14 | 227 | 16 | 3 | 232 | 1 |
| 08 | 63 | 63 | 0 | 61 | 1 | 1 | 60 | 2 |
| 09 | 146 | 145 | 1 | 134 | 10 | 2 | 137 | 4 |
| 10 | 105 | 105 | 0 | 103 | 2 | 0 | 89 | 4 |
| 11 | 124 | 123 | 1 | 117 | 7 | 0 | 113 | 7 |
| 12 | 29 | 29 | 0 | 28 | 1 | 0 | 26 | 1 |
| 13 | 1 | 1 | 0 | 1 | 0 | 0 | 1 | 0 |
| 14 | 32 | 32 | 0 | 31 | 1 | 0 | 31 | 0 |
| TOTALS: | 774 | 754 | 20 | 729 | 38 | 7 | 713 | 20 |

TABLE 23

STATE OF MONTANA
AFFECTED GROUPS BY PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

TEACHERS PAY PLAN 063 & 064

| GRADE | Number of Employees | | | | | | Disabled | |
|---------|---------------------|------|--------|-------|------------------|------------------|----------|-----|
| | Total | Male | Female | White | American Indians | Other Minorities | No | Yes |
| 01 | 23 | 14 | 9 | 23 | 0 | 0 | 10 | 1 |
| 02 | 12 | 7 | 5 | 12 | 0 | 0 | 10 | 0 |
| 03 | 5 | 3 | 2 | 5 | 0 | 0 | 3 | 0 |
| 04 | 7 | 3 | 4 | 7 | 0 | 0 | 4 | 0 |
| 05 | 4 | 1 | 3 | 2 | 2 | 0 | 4 | 0 |
| 06 | 4 | 2 | 2 | 4 | 0 | 0 | 2 | 0 |
| TOTALS: | 55 | 30 | 25 | 53 | 2 | 0 | 33 | 1 |

PHYSICIANS PAY PLAN 067

| GRADE | Number of Employees | | | | | | Disabled | |
|---------|---------------------|------|--------|-------|------------------|------------------|----------|-----|
| | Total | Male | Female | White | American Indians | Other Minorities | No | Yes |
| 31 | 3 | 3 | 0 | 3 | 0 | 0 | 3 | 0 |
| 32 | 6 | 4 | 2 | 6 | 0 | 0 | 4 | 0 |
| TOTALS: | 9 | 7 | 2 | 9 | 0 | 0 | 7 | 0 |

TABLE 24

**AVERAGE MALE/FEMALE SALARY DIFFERENCES BY PAY PLAN
PERMANENT, FULL-TIME EMPLOYEES* - EXCLUDING THE UNIVERSITY SYSTEM**

| | MALE | | | | | FEMALE | | | | |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| | FY85 | FY87 | FY89 | FY91 | FY93 | FY85 | FY87 | FY89 | FY91 | FY93 |
| ALL Employees:** | | | | | | | | | | |
| No. of Employees | 4,953 | 4,812 | 4,782 | 4,848 | 5,774 | 3,869 | 3,747 | 3,735 | 3,848 | 5,119 |
| Average Salary | \$22,300 | \$23,088 | \$23,026 | \$24,232 | \$26,562 | \$16,797 | \$17,810 | \$17,989 | \$19,378 | \$ 21,469 |
| Female salary as % of male salary: FY85 - 75% FY87 - 77% FY89 - 78% FY91 - 80% FY93 - 81% | | | | | | | | | | |
| Statewide Plan: 60 | | | | | | | | | | |
| No. of Employees | 4,163 | 4,147 | 4,127 | 4,152 | 4,668 | 3,740 | 3,669 | 3,668 | 3,782 | 4,671 |
| Average Grade | 12.7 | 12.7 | 12.8 | 12.3 | 12.9 | 9.6 | 9.9 | 10.2 | 10.1 | 10.5 |
| Average Salary | \$22,494 | \$23,235 | \$23,160 | \$24,366 | \$26,163 | \$16,750 | \$17,771 | \$17,593 | \$19,290 | \$ 21,167 |
| Female salary as % of male salary: FY85 - 74% FY87 - 77% FY89 - 77% FY91 - 79% FY93 - 81% | | | | | | | | | | |
| Liquor Store: 61 | | | | | | | | | | |
| No. of Employees | 44 | 13 | 13 | 27 | 30 | 74 | 27 | 17 | 27 | 27 |
| Average Salary | \$16,644 | \$18,597 | \$18,018 | \$18,647 | \$20,284 | \$16,510 | \$17,682 | \$18,189 | \$18,756 | \$ 19,898 |
| Female salary as % of male salary: FY85 - 99% FY87 - 95% FY89 - 101% FY91 - 99% FY93 - 90% | | | | | | | | | | |
| Blue Collar: 62 | | | | | | | | | | |
| No. of Employees | 704 | 613 | 606 | 638 | 754 | 13 | 13 | 16 | 17 | 20 |
| Average Salary | \$20,998 | \$21,734 | \$21,822 | \$23,282 | \$25,044 | \$18,952 | \$20,345 | \$20,095 | \$21,466 | \$ 22,509 |
| Female salary as % of male salary: FY85 - 90% FY87 - 94% FY89 - 92% FY91 - 92% FY93 - 90% | | | | | | | | | | |
| Teachers: 63, 64 | | | | | | | | | | |
| No. of Employees | 33 | 32 | 29 | 29 | 30 | 38 | 36 | 33 | 31 | 25 |
| Average Salary | \$21,700 | \$22,948 | \$21,382 | \$24,733 | \$26,797 | \$20,741 | \$20,941 | \$19,103 | \$22,341 | \$ 22,804 |
| Female salary as % of male salary: FY85 - 96% FY87 - 91% FY89 - 89% FY91 - 90% FY93 - 85% | | | | | | | | | | |
| Physicians: 67 | | | | | | | | | | |
| No. of Employees | 9 | 7 | 7 | 2 | 7 | 2 | 2 | 1 | -0- | 2 |
| Average Salary | \$59,446 | \$64,447 | \$64,293 | \$66,981 | \$94,006 | \$61,723 | \$62,818 | \$76,209 | -0- | \$108,000 |
| Female salary as % of male salary: FY85 - 104% FY87 - 96% FY89 - 119% FY91 - No Females FY93 - 115% | | | | | | | | | | |

* FY 93 data includes all permanent employees (full-time and part-time)

** Includes classification exempt employees

TABLE 25

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

| Grade | Class Totals* | Total | | Male | | Female | |
|----------------|------------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|
| | | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 04 | 1 | 1 | 13305.76 | 0 | 0.00 | 1 | 13305.76 |
| 05 | 7 | 150 | 13181.30 | 52 | 13156.92 | 98 | 13194.24 |
| 06 | 22 | 244 | 14573.89 | 69 | 14679.40 | 175 | 14532.29 |
| 07 | 27 | 589 | 15714.43 | 144 | 15625.24 | 445 | 15743.29 |
| 08 | 55 | 1129 | 16959.44 | 275 | 16844.59 | 854 | 16996.42 |
| 09 | 60 | 721 | 18194.81 | 219 | 17792.68 | 502 | 18370.24 |
| 10 | 73 | 830 | 19794.81 | 389 | 19774.45 | 441 | 19812.77 |
| 11 | 76 | 748 | 21362.02 | 280 | 21111.29 | 468 | 21512.04 |
| 12 | 91 | 847 | 22950.51 | 442 | 22953.68 | 405 | 22947.05 |
| 13 | 121 | 1038 | 24708.19 | 654 | 24884.32 | 384 | 24408.22 |
| 14 | 135 | 1074 | 27234.67 | 722 | 27538.59 | 352 | 26611.25 |
| 15 | 115 | 731 | 29760.88 | 488 | 30202.37 | 243 | 28874.27 |
| 16 | 94 | 558 | 32776.87 | 393 | 33104.71 | 165 | 31995.99 |
| 17 | 63 | 327 | 36629.32 | 247 | 37017.38 | 80 | 35431.21 |
| 18 | 20 | 179 | 39780.11 | 142 | 40329.09 | 37 | 37673.24 |
| 19 | 9 | 98 | 42565.12 | 85 | 42996.97 | 13 | 39741.44 |
| 20 | 5 | 31 | 47175.74 | 28 | 47379.28 | 3 | 45276.05 |
| 21 | 4 | 22 | 51154.66 | 20 | 51600.53 | 2 | 46696.00 |
| 22 | 2 | 18 | 55715.80 | 16 | 55962.27 | 2 | 53744.08 |
| 23 | 2 | 2 | 61426.56 | 2 | 61426.56 | 0 | 0.00 |
| 24 | 2 | 2 | 80624.96 | 1 | 97350.24 | 1 | 63899.68 |
| TOTALS: | 984 | 9339 | 23664.42 | 4668 | 26163.24 | 4671 | 21167.21 |

* Class is a group of positions that perform similar work.

TABLE 26

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

CLASSIFICATION EXEMPT PAY PLAN 000

| Grade | Total | | Male | | Female | |
|----------------------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 00 | 657 | 29633.94 | 283 | 36088.75 | 374 | 24749.69 |
| Incorrect Assignment | 2 | 0.00 | 2 | 0.00 | 0 | 0.00 |
| TOTALS: | 652 | 29633.94 | 285 | 36088.75 | 374 | 24749.69 |

LIQUOR STORE PAY PLAN 061

| Grade | Total | | Male | | Female | |
|---------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 02 | 1 | 13561.60 | 1 | 13561.60 | 0 | 0.00 |
| 04 | 30 | 18566.42 | 16 | 18963.49 | 14 | 18112.64 |
| 05 | 3 | 17683.46 | 1 | 17929.60 | 2 | 17560.40 |
| 06 | 7 | 21338.72 | 3 | 21113.38 | 4 | 21507.72 |
| 07 | 11 | 22763.52 | 6 | 22797.14 | 5 | 22723.16 |
| 08 | 5 | 24482.43 | 3 | 24496.85 | 2 | 24460.80 |
| TOTALS: | 57 | 20101.52 | 30 | 20284.02 | 27 | 19898.74 |

BLUE COLLAR PAY PLAN 062

| Grade | Total | | Male | | Female | |
|---------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 05 | 24 | 21011.72 | 20 | 21149.54 | 4 | 20322.64 |
| 06 | 4 | 21058.44 | 4 | 21058.44 | 0 | 0.00 |
| 07 | 246 | 22930.52 | 232 | 22949.11 | 14 | 22622.37 |
| 08 | 63 | 24076.03 | 63 | 24076.03 | 0 | 0.00 |
| 09 | 146 | 25014.57 | 145 | 25013.75 | 1 | 25134.72 |
| 10 | 105 | 25888.59 | 105 | 25888.59 | 0 | 0.00 |
| 11 | 124 | 27127.93 | 123 | 27128.64 | 1 | 27040.00 |
| 12 | 29 | 27787.79 | 29 | 27787.79 | 0 | 0.00 |
| 13 | 1 | 28697.76 | 1 | 28697.76 | 0 | 0.00 |
| 14 | 32 | 31837.06 | 32 | 31837.06 | 0 | 0.00 |
| TOTALS: | 774 | 24979.11 | 754 | 25044.64 | 20 | 22508.92 |

TABLE 27

STATE OF MONTANA
AVERAGE ANNUAL PAY BY SEX
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

TEACHERS PAY PLAN 063 & 064

| Grade | Total | | Male | | Female | |
|---------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 01 | 23 | 21560.28 | 14 | 23959.96 | 9 | 17827.44 |
| 02 | 12 | 27757.25 | 7 | 30677.02 | 5 | 23669.56 |
| 03 | 5 | 25812.80 | 3 | 27440.74 | 2 | 23370.88 |
| 04 | 7 | 25605.39 | 3 | 26626.77 | 4 | 24839.36 |
| 05 | 4 | 29343.60 | 1 | 35222.72 | 3 | 27383.89 |
| 06 | 4 | 29848.00 | 2 | 28159.04 | 2 | 31536.96 |
| TOTALS: | 55 | 24982.57 | 30 | 26797.40 | 25 | 22804.78 |

PHYSICIANS PAY PLAN 067

| Grade | Total | | Male | | Female | |
|---------|-----------|-------------|-----------|-------------|-----------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 31 | 3 | 81812.64 | 3 | 81812.64 | 0 | 0.00 |
| 32 | 6 | 104768.56 | 4 | 103152.40 | 2 | 108000.88 |
| TOTALS: | 9 | 97116.58 | 7 | 94006.78 | 2 | 108000.88 |

TABLE 28

STATE OF MONTANA
MALE AND FEMALE PERCENTAGES BY GRADE
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

CLASSIFICATION EXEMPT PAY PLAN 000

| Grade | Class Total | Employees | |
|---------------|----------------|-----------|----------|
| | | Male % | Female % |
| 00 | 37 | 43 | 5 |
| STATE TOTALS: | 37 | 43 | 57 |

LIQUOR STORE PAY PLAN 061

| Grade | Class Total | Employees | |
|---------------|----------------|-----------|----------|
| | | Male % | Female % |
| 02 | 1 | 100 | 0 |
| 04 | 1 | 53 | 47 |
| 05 | 1 | 33 | 67 |
| 06 | 1 | 43 | 57 |
| 07 | 1 | 55 | 45 |
| 08 | 1 | 60 | 40 |
| STATE TOTALS: | 8 | 53 | 47 |

BLUE COLLAR PAY PLAN 062

| Grade | Class Total | Employees | |
|---------------|----------------|-----------|----------|
| | | Male % | Female % |
| 05 | 2 | 83 | 17 |
| 06 | 1 | 100 | 0 |
| 07 | 8 | 94 | 6 |
| 08 | 5 | 100 | 0 |
| 09 | 7 | 99 | 1 |
| 10 | 7 | 100 | 0 |
| 11 | 5 | 99 | 1 |
| 12 | 3 | 100 | 0 |
| 13 | 1 | 100 | 0 |
| 14 | 2 | 100 | 0 |
| STATE TOTALS: | 41 | 97 | 3 |

TABLE 29

STATE OF MONTANA
MALE AND FEMALE PERCENTAGES BY GRADE
TEACHERS PAY PLAN 063 & 064
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

TEACHERS PAY PLAN 063 & 064

| Grade | Class Total | Employees | |
|---------------|----------------|-----------|----------|
| | | Male % | Female % |
| 01 | 1 | 61 | 39 |
| 02 | 1 | 58 | 42 |
| 03 | 1 | 60 | 40 |
| 04 | 1 | 43 | 57 |
| 05 | 1 | 25 | 75 |
| 06 | 1 | 50 | 50 |
| STATE TOTALS: | 6 | 55 | 45 |

PHYSICIANS PAY PLAN 067

| Grade | Class Total | Employees | |
|---------------|----------------|-----------|----------|
| | | Male % | Female % |
| 31 | 1 | 100 | 0 |
| 32 | 1 | 67 | 33 |
| STATE TOTALS: | 2 | 78 | 22 |

TABLE 30

STATE OF MONTANA
AVERAGE ANNUAL PAY BY DISABILITY
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|---------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 04 | 1 | 13305.76 | 0 | 0.00 | 0 | 0.00 | 1 | 13305.76 |
| 05 | 150 | 13181.30 | 7 | 13703.33 | 103 | 13245.09 | 40 | 12925.69 |
| 06 | 244 | 14573.89 | 9 | 16251.73 | 196 | 14608.08 | 39 | 14014.88 |
| 07 | 589 | 15714.43 | 18 | 15195.78 | 511 | 15860.50 | 60 | 14625.93 |
| 08 | 1129 | 16959.44 | 25 | 17385.30 | 944 | 17082.14 | 160 | 16168.94 |
| 09 | 721 | 18194.81 | 18 | 18349.64 | 603 | 18399.50 | 100 | 16932.61 |
| 10 | 830 | 19794.81 | 15 | 20011.12 | 706 | 19913.50 | 109 | 18996.27 |
| 11 | 748 | 21362.02 | 24 | 20835.18 | 651 | 21508.55 | 73 | 20228.57 |
| 12 | 847 | 22950.51 | 37 | 22913.78 | 714 | 23096.43 | 96 | 21879.41 |
| 13 | 1038 | 24708.19 | 29 | 25296.81 | 907 | 24855.59 | 102 | 23230.09 |
| 14 | 1074 | 27234.67 | 35 | 26660.54 | 950 | 27416.21 | 89 | 25522.72 |
| 15 | 731 | 29760.88 | 22 | 29351.16 | 674 | 29861.22 | 35 | 28086.18 |
| 16 | 558 | 32776.87 | 17 | 31991.99 | 508 | 32903.59 | 33 | 31230.50 |
| 17 | 327 | 36629.32 | 10 | 36173.28 | 302 | 36727.00 | 15 | 34966.74 |
| 18 | 179 | 39780.11 | 3 | 41094.56 | 170 | 39856.31 | 6 | 36964.02 |
| 19 | 98 | 42565.12 | 4 | 42070.60 | 89 | 42806.54 | 5 | 38663.45 |
| 20 | 31 | 47175.74 | 0 | 0.00 | 29 | 47079.79 | 2 | 48566.96 |
| 21 | 22 | 51154.66 | 0 | 0.00 | 22 | 51154.66 | 0 | 0.00 |
| 22 | 18 | 55715.80 | 0 | 0.00 | 17 | 56012.44 | 1 | 50672.96 |
| 23 | 2 | 61426.56 | 0 | 0.00 | 2 | 61426.56 | 0 | 0.00 |
| 24 | 2 | 80624.96 | 0 | 0.00 | 2 | 80624.96 | 0 | 0.00 |
| TOTALS: | 9339 | 23664.42 | 273 | 23583.42 | 8100 | 24066.58 | 966 | 20315.20 |

* The disability status was not completed by the employee.

TABLE 31

STATE OF MONTANA
AVERAGE ANNUAL PAY BY DISABILITY
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

CLASSIFICATION EXEMPT PAY PLAN 000

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|----------------------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 00 | 657 | 29633.94 | 22 | 22621.13 | 530 | 29622.20 | 105 | 31162.58 |
| Incorrect Assignment | 2 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 659 | 29633.94 | 22 | 22621.13 | 530 | 29622.20 | 105 | 31162.58 |

LIQUOR STORE PAY PLAN 061

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|---------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 02 | 1 | 13561.60 | 1 | 13561.60 | 0 | 0.00 | 0 | 0.00 |
| 04 | 30 | 18566.42 | 1 | 19287.84 | 23 | 18843.17 | 6 | 17385.33 |
| 05 | 3 | 17683.46 | 0 | 0.00 | 2 | 16577.60 | 1 | 19895.20 |
| 06 | 7 | 21338.72 | 0 | 0.00 | 5 | 21479.32 | 2 | 20987.20 |
| 07 | 11 | 22763.52 | 0 | 0.00 | 9 | 22853.19 | 2 | 22360.00 |
| 08 | 5 | 24482.43 | 0 | 0.00 | 5 | 24482.43 | 0 | 0.00 |
| TOTALS: | 57 | 20101.52 | 2 | 16424.72 | 44 | 20500.81 | 11 | 19172.87 |

BLUE COLLAR PAY PLAN 062

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|---------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 05 | 24 | 21011.72 | 1 | 20833.28 | 21 | 21016.81 | 2 | 21047.52 |
| 06 | 4 | 21058.44 | 0 | 0.00 | 3 | 21268.00 | 1 | 20429.76 |
| 07 | 246 | 22930.52 | 1 | 21910.72 | 232 | 22925.41 | 13 | 23100.16 |
| 08 | 63 | 24076.03 | 2 | 24221.60 | 60 | 24063.76 | 1 | 24521.12 |
| 09 | 146 | 25014.57 | 4 | 24809.20 | 137 | 25046.25 | 5 | 24311.04 |
| 10 | 105 | 25888.59 | 4 | 26205.92 | 89 | 25896.74 | 12 | 25722.32 |
| 11 | 124 | 27127.93 | 7 | 26853.98 | 113 | 27163.93 | 4 | 26590.20 |
| 12 | 29 | 27787.79 | 1 | 28379.52 | 26 | 27776.96 | 2 | 27632.80 |
| 13 | 1 | 28697.76 | 0 | 0.00 | 1 | 28697.76 | 0 | 0.00 |
| 14 | 32 | 31837.06 | 0 | 0.00 | 31 | 31856.40 | 1 | 31237.44 |
| TOTALS: | 774 | 24979.11 | 20 | 25580.25 | 713 | 24981.48 | 41 | 24644.75 |

* The disability status was not completed by the employees.

TABLE 32

STATE OF MONTANA
AVERAGE ANNUAL PAY BY DISABILITY
FOR PAY PLANS
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

TEACHERS PAY PLAN 063 & 064

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|---------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 01 | 23 | 21560.28 | 1 | 30580.16 | 10 | 21198.94 | 12 | 21109.74 |
| 02 | 12 | 27757.25 | 0 | 0.00 | 10 | 28128.88 | 2 | 25899.12 |
| 03 | 5 | 25812.80 | 0 | 0.00 | 3 | 24440.69 | 2 | 27870.96 |
| 04 | 7 | 25605.39 | 0 | 0.00 | 4 | 26125.32 | 3 | 24912.16 |
| 05 | 4 | 29343.60 | 0 | 0.00 | 4 | 29343.60 | 0 | 0.00 |
| 06 | 4 | 29848.00 | 0 | 0.00 | 2 | 32084.00 | 2 | 27612.00 |
| TOTALS: | 55 | 24982.57 | 1 | 30580.16 | 33 | 25837.69 | 21 | 23372.26 |

PHYSICIANS PAY PLAN 067

| Grade | Total | | Disabled | | Non-Disabled | | Not Input* | |
|---------|-----------|-------------|-----------|-------------|--------------|-------------|------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 31 | 3 | 81812.64 | 0 | 0.00 | 3 | 81812.64 | 0 | 0.00 |
| 32 | 6 | 104768.56 | 0 | 0.00 | 4 | 107700.84 | 2 | 98904.00 |
| TOTALS: | 9 | 97116.58 | 0 | 0.00 | 7 | 96605.89 | 2 | 98904.00 |

* The disability status was not completed by the employee.

TABLE 33

STATE OF MONTANA
AVERAGE ANNUAL PAY BY RACE
STATEWIDE PAY PLAN 060
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

| Grade | <u>Total</u> | | <u>White</u> | | <u>American Indians</u> | | <u>Other Minorities</u> | |
|---------|--------------|-------------|--------------|-------------|-------------------------|-------------|-------------------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 04 | 1 | 13305.76 | 1 | 13305.76 | 0 | 0.00 | 0 | 0.00 |
| 05 | 150 | 13181.30 | 144 | 13206.94 | 4 | 11900.72 | 2 | 13896.48 |
| 06 | 244 | 14573.89 | 238 | 14575.31 | 5 | 14810.84 | 1 | 13052.00 |
| 07 | 589 | 15714.43 | 558 | 15736.06 | 20 | 14970.28 | 11 | 15969.86 |
| 08 | 1129 | 16959.44 | 1086 | 16981.07 | 23 | 16390.03 | 20 | 16439.38 |
| 09 | 721 | 18194.81 | 698 | 18192.86 | 9 | 19009.81 | 14 | 17767.80 |
| 10 | 830 | 19794.81 | 799 | 19788.15 | 14 | 20544.75 | 17 | 19490.08 |
| 11 | 748 | 21362.02 | 721 | 21358.04 | 20 | 21792.26 | 7 | 20543.56 |
| 12 | 847 | 22950.51 | 821 | 22951.19 | 15 | 23483.33 | 11 | 22173.17 |
| 13 | 1038 | 24708.19 | 1006 | 24704.36 | 21 | 25151.45 | 11 | 24212.33 |
| 14 | 1074 | 27234.67 | 1042 | 27254.12 | 17 | 26317.13 | 15 | 26923.65 |
| 15 | 731 | 29760.88 | 715 | 29778.28 | 10 | 29435.74 | 6 | 28229.41 |
| 16 | 558 | 32776.87 | 547 | 32763.49 | 6 | 35458.45 | 5 | 31022.36 |
| 17 | 327 | 36629.32 | 320 | 36580.80 | 4 | 38379.12 | 3 | 39472.16 |
| 18 | 179 | 39780.11 | 175 | 39818.16 | 2 | 40157.52 | 2 | 36073.44 |
| 19 | 98 | 42565.12 | 97 | 42532.11 | 1 | 45766.24 | 0 | 0.00 |
| 20 | 31 | 47175.74 | 31 | 47175.74 | 0 | 0.00 | 0 | 0.00 |
| 21 | 22 | 51154.66 | 22 | 51154.66 | 0 | 0.00 | 0 | 0.00 |
| 22 | 18 | 55715.80 | 18 | 55715.80 | 0 | 0.00 | 0 | 0.00 |
| 23 | 2 | 61426.56 | 2 | 61426.56 | 0 | 0.00 | 0 | 0.00 |
| 24 | 2 | 80624.96 | 2 | 80624.96 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 9339 | 23664.42 | 9043 | 23719.63 | 171 | 22263.87 | 125 | 21586.67 |

TABLE 34

STATE OF MONTANA
AVERAGE ANNUAL PAY BY RACE
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

CLASSIFICATION EXEMPT PAY PLAN 000

| Grade | Total | | White | | American Indians | | Other Minorities | |
|----------------------|-----------|-------------|-----------|-------------|------------------|-------------|------------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 00 | 657 | 29633.94 | 640 | 29730.48 | 11 | 24712.48 | 6 | 28359.06 |
| Incorrect Assignment | 2 | 0.00 | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 659 | 29633.94 | 640 | 29730.48 | 11 | 24712.48 | 6 | 28359.06 |

LIQUOR STORE PAY PLAN 061

| Grade | Total | | White | | American Indians | | Other Minorities | |
|---------|-----------|-------------|-----------|-------------|------------------|-------------|------------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 02 | 1 | 13561.60 | 1 | 13561.60 | 0 | 0.00 | 0 | 0.00 |
| 04 | 30 | 18566.42 | 30 | 18566.42 | 0 | 0.00 | 0 | 0.00 |
| 05 | 3 | 17683.46 | 3 | 17683.46 | 0 | 0.00 | 0 | 0.00 |
| 06 | 7 | 21338.72 | 7 | 21338.72 | 0 | 0.00 | 0 | 0.00 |
| 07 | 11 | 22763.52 | 11 | 22763.52 | 0 | 0.00 | 0 | 0.00 |
| 08 | 5 | 24482.43 | 5 | 24482.43 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 57 | 20101.52 | 57 | 20101.52 | 0 | 0.00 | 0 | 0.00 |

BLUE COLLAR PAY PLAN 062

| Grade | Total | | White | | American Indians | | Other Minorities | |
|---------|-----------|-------------|-----------|-------------|------------------|-------------|------------------|-------------|
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 05 | 24 | 21011.72 | 24 | 21011.72 | 0 | 0.00 | 0 | 0.00 |
| 06 | 4 | 21058.44 | 3 | 21268.00 | 0 | 0.00 | 1 | 20429.76 |
| 07 | 246 | 22930.52 | 227 | 22933.79 | 16 | 22827.22 | 3 | 23233.60 |
| 08 | 63 | 24076.03 | 61 | 24057.82 | 1 | 24957.92 | 1 | 24304.80 |
| 09 | 146 | 25014.57 | 134 | 25004.72 | 10 | 25165.29 | 2 | 24921.52 |
| 10 | 105 | 25888.59 | 103 | 25910.27 | 2 | 24771.76 | 0 | 0.00 |
| 11 | 124 | 27127.93 | 117 | 27127.94 | 7 | 27127.65 | 0 | 0.00 |
| 12 | 29 | 27787.79 | 28 | 27739.92 | 1 | 29128.32 | 0 | 0.00 |
| 13 | 1 | 28697.76 | 1 | 28697.76 | 0 | 0.00 | 0 | 0.00 |
| 14 | 32 | 31837.06 | 31 | 31885.52 | 1 | 30334.72 | 0 | 0.00 |
| TOTALS: | 774 | 24979.11 | 729 | 25005.22 | 38 | 24756.48 | 7 | 23468.34 |

TABLE 35

STATE OF MONTANA
AVERAGE ANNUAL PAY BY RACE
PERMANENT EMPLOYEES ONLY
OCTOBER 26, 1992

| TEACHERS PAY PLAN 063 & 064 | | | | | | | | |
|-----------------------------|-----------|-------------|-----------|-------------|------------------|-------------|------------------|-------------|
| Grade | Total | | White | | American Indians | | Other Minorities | |
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 01 | 23 | 21560.28 | 23 | 21560.28 | 0 | 0.00 | 0 | 0.00 |
| 02 | 12 | 27757.25 | 12 | 27757.25 | 0 | 0.00 | 0 | 0.00 |
| 03 | 5 | 25812.80 | 5 | 25812.80 | 0 | 0.00 | 0 | 0.00 |
| 04 | 7 | 25605.39 | 7 | 25605.39 | 0 | 0.00 | 0 | 0.00 |
| 05 | 4 | 29343.60 | 2 | 31222.88 | 2 | 27464.32 | 0 | 0.00 |
| 06 | 4 | 29848.00 | 4 | 29848.00 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 55 | 24982.57 | 53 | 24888.92 | 2 | 27464.32 | 0 | 0.00 |

| PHYSICIANS PAY PLAN 067 | | | | | | | | |
|-------------------------|-----------|-------------|-----------|-------------|------------------|-------------|------------------|-------------|
| Grade | Total | | White | | American Indians | | Other Minorities | |
| | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay | Employees | Average Pay |
| 31 | 3 | 81812.64 | 3 | 81812.64 | 0 | 0.00 | 0 | 0.00 |
| 32 | 6 | 104768.56 | 6 | 104768.56 | 0 | 0.00 | 0 | 0.00 |
| TOTALS: | 9 | 97116.58 | 9 | 97116.58 | 0 | 0.00 | 0 | 0.00 |

TABLE 36

STATE OF MONTANA
APPLICATION RATES
By EEO Category and Affected Group
FY 92 (July 1, 1991 - June 30, 1992)

| EEO Category | Labor Force | | Applicants by Affected Groups | | | | |
|----------------------------|-------------|-------|-------------------------------|-------|------------|--------------|----------|
| | Women* | Men | Women | White | Minorities | Non-Disabled | Disabled |
| ADMINISTRATORS & OFFICIALS | | | | | | | |
| Number of Applicants | | 570 | 146 | 662 | 24 | 699 | 17 |
| Application Rate | 43.0% | 79.6% | 20.3% | 92.4% | 3.3% | 97.6% | 2.3% |
| PROFESSIONALS | | | | | | | |
| Number of Applicants | | 5573 | 2682 | 7667 | 341 | 7896 | 390 |
| Application Rate | 54.5% | 67.2% | 32.3% | 92.5% | 4.1% | 95.2% | 4.7% |
| TECHNICIANS | | | | | | | |
| Number of Applicants | | 1602 | 1665 | 3025 | 151 | 3124 | 153 |
| Application Rate | 51.4% | 48.8% | 50.8% | 92.3% | 4.6% | 95.3% | 4.6% |
| PROTECTIVE SERVICES | | | | | | | |
| Number of Applicants | | 274 | 68 | 328 | 8 | 338 | 7 |
| Application Rate | 14.4% | 79.4% | 19.7% | 95.0% | 2.3% | 97.9% | 2.0% |
| PARA PROFESSIONAL | | | | | | | |
| Number of Applicants | | 154 | 411 | 523 | 25 | 556 | 9 |
| Application Rate | --- ** | 27.2% | 72.7% | 92.5% | 4.4% | 98.4% | 1.5% |
| CLERICAL | | | | | | | |
| Number of Applicants | | 1024 | 3147 | 3833 | 199 | 4047 | 130 |
| Application Rate | 82.3% | 24.5% | 75.3% | 91.7% | 4.7% | 96.8% | 3.1% |
| SKILLED CRAFT | | | | | | | |
| Number of Applicants | | 523 | 62 | 545 | 35 | 571 | 16 |
| Application Rate | 6.8% | 89.1% | 10.5% | 92.8% | 5.9% | 97.2% | 2.7% |
| SERVICE & MAINTENANCE | | | | | | | |
| Number of Applicants | | 414 | 76 | 461 | 22 | 466 | 25 |
| Application Rate | 45.1%*** | 84.3% | 15.4% | 93.8% | 4.4% | 94.9% | 5.0% |
| ALL CATEGORIES | | | | | | | |
| Number of Applicants | | 10134 | 8257 | 17044 | 805 | 17697 | 747 |
| Application Rate | 99.9% | 54.9% | 44.7% | 92.4% | 4.3% | 95.9% | 4.0% |

* Montana labor force figures are based on 1990 Census of Population and Housing, Equal Employment Opportunity File and represent the percentage of women in each EEO Category.

** Montana labor force figures for the Para Professional Category are not available separately. Occupations in this category are in Professionals and Technicians Categories.

*** Montana labor force figures for Service and Maintenance Category comes from Service, Except Protective and Household, Operators, Fabricators, and Laborers occupations.

TABLE 37

STATE OF MONTANA
SELECTION RATES
By EEO Category and Affected Group
FY 92 (July 1, 1991 - June 30, 1992)*

| EEO Category | Applicants by Affected Groups | | | | | |
|----------------------------|-------------------------------|-------|-------|------------|--------------|----------|
| | Men | Women | White | Minorities | Non-Disabled | Disabled |
| ADMINISTRATORS & OFFICIALS | | | | | | |
| Number of Applicants | 570 | 146 | 662 | 24 | 699 | 17 |
| Number Hired | 38 | 10 | 46 | 0 | 47 | 1 |
| Selection Rate | 6.6% | 6.8% | 6.9% | 0.0% | 6.7% | 5.8% |
| PROFESSIONALS | | | | | | |
| Number of Applicants | 5573 | 2682 | 7667 | 341 | 7896 | 390 |
| Number Hired | 198 | 146 | 328 | 7 | 330 | 14 |
| Selection Rate | 3.5% | 5.4% | 4.2% | 2.0% | 4.1% | 3.5% |
| TECHNICIANS | | | | | | |
| Number of Applicants | 1602 | 1665 | 3025 | 151 | 3124 | 153 |
| Number Hired | 100 | 131 | 217 | 11 | 221 | 10 |
| Selection Rate | 6.2% | 7.8% | 7.1% | 7.2% | 7.0% | 6.5% |
| PROTECTIVE SERVICES | | | | | | |
| Number of Applicants | 274 | 68 | 328 | 8 | 338 | 7 |
| Number Hired | 23 | 9 | 31 | 1 | 32 | 0 |
| Selection Rate | 8.3% | 13.2% | 9.4% | 12.5% | 9.4% | 0.0% |
| PARA PROFESSIONAL | | | | | | |
| Number of Applicants | 154 | 411 | 523 | 25 | 556 | 9 |
| Number Hired | 6 | 32 | 34 | 2 | 38 | 0 |
| Selection Rate | 3.9% | 7.7% | 6.5% | 8.0% | 6.8% | 0.0% |
| CLERICAL | | | | | | |
| Number of Applicants | 1024 | 3147 | 3833 | 199 | 4047 | 130 |
| Number Hired | 40 | 214 | 233 | 8 | 252 | 2 |
| Selection Rate | 3.9% | 6.8% | 6.0% | 4.0% | 6.2% | 1.5% |
| SKILLED CRAFT | | | | | | |
| Number of Applicants | 523 | 62 | 545 | 35 | 571 | 16 |
| Number Hired | 65 | 4 | 62 | 7 | 67 | 2 |
| Selection Rate | 12.4% | 6.4% | 11.3% | 20.0% | 11.7% | 12.5% |
| SERVICE & MAINTENANCE | | | | | | |
| Number of Applicants | 414 | 76 | 461 | 22 | 466 | 25 |
| Number Hired | 14 | 4 | 17 | 1 | 18 | 0 |
| Selection Rate | 3.3% | 5.2% | 3.6% | 4.5% | 3.8% | 0.0% |
| ALL CATEGORIES | | | | | | |
| Number of Applicants | 10134 | 8257 | 17044 | 805 | 17697 | 747 |
| Number Hired | 484 | 550 | 968 | 37 | 1005 | 29 |
| Selection Rate | 4.7% | 6.6% | 5.6% | 4.6% | 5.6% | 3.8% |

CHAPTER III

STATE EMPLOYEE INCENTIVE AWARDS PROGRAM

This report is prepared in compliance with 2-18-1103(6), Montana Code Annotated that provides for the Department of Administration to:

- "(6) prepare a biennial report to the legislature containing a list of incentive awards and the corresponding savings or invention and providing a general review of any recommendations for improving the program."

PROGRAM PARTICIPATION

The State of Montana's Employee Incentive Awards program began in April 1982. During this time, State employees have submitted 701 Incentive Award applications. Of these 701 applications, 665 have been fully evaluated and 36 are currently in various stages of the evaluation process.

Of the 665 evaluated applications, 562 have been denied for a variety of reasons including prior consideration of the idea, no projected cost savings/benefits or legal/administrative impediments; 103 applications were successful and resulted in awards totaling \$47,840. These 103 award-winning applications have resulted in an estimated first-year cost savings of \$2,692,044.28. The figures are cumulative totals since the program's inception in 1982 and do not reflect a dollar value for implemented applications which enhance services without quantifiable dollar savings.

For the last biennium, 14 applications were approved for a total award amount of \$10,514 to 15 recipients, or an average of \$700.93 per recipient. Awards amounted to only 1.8 percent of the total savings generated by the award winning ideas.

**SUGGESTION APPLICATIONS
1982 - 1992**

| Calendar Year | Number Received | Number Approved | Number Denied | Number Pending |
|------------------|--------------------|--------------------|------------------|-------------------|
| 1982 | 114 | 10 | 104 | 0 |
| 1983 | 47 | 6 | 41 | 0 |
| 1984 | 71 | 13 | 58 | 0 |
| 1985 | 58 | 8 | 50 | 0 |
| 1986 | 119 | 16 | 103 | 0 |
| 1987 | 46 | 4 | 42 | 0 |
| 1988 | 36 | 4 | 32 | 0 |
| 1989 | 54 | 13 | 41 | 0 |
| 1990 | 70 | 15 | 54 | 1 * |
| 1991 | 47 | 14 | 29 | 4 |
| 1992 | 39 | 0 | 8 | 31 |
| Totals | 701 | 103 | 562 | 36 |

* Pending further information.

Applications are received from a wide variety of employees and agencies; the larger agencies generate the greatest number of applications. To date, the Department of Transportation and the Department of Social and Rehabilitation Services have submitted the greatest number of applications.

The following table contains number of applications submitted by agency. The total number of applications indicated in this table is not equal to the total number of applications submitted due to a procedure change in application tracking.

| <u>Number of Applications</u> | <u>Originating Agency</u> |
|-----------------------------------|------------------------------------|
| 5 | Legislative Council |
| 2 | Supreme Court |
| 6 | Governor's Office |
| 4 | State Auditor's Office |
| 4 | Office of Public Instruction |
| 1 | Secretary of State |
| 18 | Justice |
| 5 | Universities |
| 1 | Historical Society |
| 28 | Fish, Wildlife, and Parks |
| 21 | Health and Environmental Sciences |
| 1 | Agriculture |
| 133 | Highways |
| 2 | Livestock |
| 11 | State Lands |
| 13 | Natural Resources and Conservation |
| 68 | Revenue |
| 56 | Administration |
| 52 | Institutions |
| 15 | Commerce |
| 58 | Labor and Industry |
| 110 | Social and Rehabilitation Services |
| 1 | State Fund |
| 1 | Family Services |
| 1 | Public Service Commission |

EVALUATION PROCESS

When an application is received at the State Personnel Division, which serves as the program administrator, the application must progress through the following evaluation process before a final determination is made by the Incentive Awards Advisory Council:

1. The application is date stamped and logged into a journal when received by the State Personnel Division.
2. The State Personnel Division sends a letter of acknowledgement to the applicant.

3. The application is reviewed by a job Classification Analyst to determine:
 - A. If the suggestion is within the scope of the applicant's job; and
 - B. The agency or agencies which will be affected by the suggestion.

If the suggestion is not within the scope of the applicant's job, the applicant's name and agency are removed from the application and the application is forwarded to the affected agency or agencies for review.

If the suggestion is within the scope of the applicant's job, the application is generally returned to the applicant as it does not meet initial criteria set forth by 2-18-2205 (2) (a) MCA which states:

"An employee may not be eligible for an incentive award if his suggestion or invention relates to his assigned duties and responsibilities unless the proposal is so superior or meritorious as to warrant special recognition as determined by the department."

Applications which may meet the superior or meritorious criteria are handled on an individual basis.

4. Each agency has a committee or a coordinator who evaluates the application for operational costs/benefits and recommends granting or denying an award.
5. The agency's recommendation is returned to the State Personnel Division for review at the next Incentive Awards Advisory Council meeting; the Council meets approximately every two to three months. The Council will either concur with the agency recommendation or request additional information, if a question arises concerning the agency recommendation.
6. The applicant is notified of the agency and Council decision and whether the application will receive an award.
7. An Awards Ceremony is set at which the Governor presents award winners with a plaque and a check representing 10 percent of the first year's estimated cost savings or the agency recommended amount for suggestions improving services.

Currently, of the 36 unprocessed applications, 19 are pending Advisory Council evaluation and 17 are pending agency evaluation.

EVALUATION CRITERIA

The criteria used to evaluate each suggestion are described in the Incentive Awards Policy in the Administrative Rules of Montana (ARM 2.21.6701 et seq. and also found in Policy 3-0505, Montana Operations Manual, Volume III). ARM 2.21.6703, Policy and Objectives provides that:

"An employee may be eligible for an incentive award if his suggestion or invention results in:

- "(a) eliminating or reducing an agency's expenditures in a manner that does not reduce the ability of the agency to meet its program objectives or reduce its ability to service the public; or
- "(b) improving services to the public by permitting more work to be accomplished within an agency without increasing the cost of governmental operations."

Each application is evaluated upon the above criteria.

CUMULATIVE PROGRAM COSTS AND SAVINGS EVALUATION

| | |
|------------------|---|
| \$ 2,692,044 | First year savings from suggestion |
| (47,840) | Award costs |
| (44,713) | Admin. Costs - State Personnel Division & Advisory Council* |
| <u>(55,179)</u> | Administrative Costs - Agencies* |
| \$ 1,438,289 | |

- * All costs include both personal services and operation and have been absorbed by the respective agency budgets. Personal service costs include salaries and benefits; operating costs consist of printing and mailing costs. **Please note that all costs are a ten-year cumulative total.**

Savings realized from first year savings (\$2,692,044) less absorbed program costs (\$99,892) and the cost of awards (\$47,840), represent a net benefit of the program to date of \$2,544,312 or an estimated savings of \$25 for every \$1 expended.

**MEMBERS OF THE
INCENTIVE AWARDS
ADVISORY COUNCIL**

| | |
|---------------------|---|
| Renee Erdman | Licensing Bureau State Auditor's Office |
| Jim Adams | Director of Field Services Montana Public Employees Association |
| Janet Myren | Administrative Assistant Department of Social and Rehabilitative Services |
| Russell G. McDonald | Administrator, Personnel Department of Highways |
| Lois A. Menzies | Gambling Control Division Department of Commerce |
| Janet Reller | Commissioner of Higher Education University System |
| Jack Ellery | Deputy Director Department of Revenue |
| Laurie Ekanger | Chairperson Administrator, State Personnel Division Department of Administration |

The Council and the program are provided staff support by:

| | |
|-------------------|--|
| Kathy Battershell | Administrative Officer State Personnel Division Department of Administration |
| Jeanette Schmidt | Program Assistant State Personnel Division Department of Administration |

1991 - 1992 AWARD WINNING IDEAS

| <u>Recipient</u> | <u>Agency</u> | <u>Award</u> | <u>Savings</u> | <u>Award Winning Idea</u> |
|---------------------------|----------------|------------------|----------------|--|
| Scott Frickel | State Lands | \$ 230.00 | \$ 2,300.00 | Scott suggested the revision of the position announcements advertised in the newspaper. |
| Ralph Decunzo | Administration | \$3,000.00 | \$84,729.60 | Ralph's suggested publishing the image rates in bid specifications. This would reduce printing and mailing cost. |
| Ron Haraseth | Transportation | \$1,200.00 | \$11,925.00 | Ron's suggestion was to design and implement an easy-to-use electronic message system for dissemination of information over existing dial up circuits and "800" number services. |
| Dawn Statton | Health | \$ 350.00 | \$ 3,500.00 | Dawn's suggestion was to manually combined titles for mailing at the Department of Justice. |
| Dan Williams | Transportation | \$1,000.00 | \$ * | Dan suggested development of a public awareness program concerning hazards encountered on Montana's highways with emphasis on snowplow-related hazards. |
| Ken Witzel Gene Hansen | Transportation | \$ 37.50 each | \$ * | Ken and Gene's suggestion was to use a revised version of a tail light snow deflector for snow plows. |

| <u>Recipient</u> | <u>Agency</u> | <u>Award</u> | <u>Savings</u> | <u>Award Winning Idea</u> |
|-------------------|----------------|--------------|----------------|---|
| Bonnie Sedita | Transportation | \$ 100.00 | \$ * | Bonnie suggested building a current library of standardized special provisions on the electronic mail system. |
| Karen Lundwall | State Lands | \$ 25.00 | \$ * | Karen suggested use of labels containing the basic information needed on Field Evaluations forms when possible to reduce time spent handwriting this information on every form. |
| Tony Tacke | Labor | \$ 100.00 | \$ * | Tony's suggestion was to use program files he has developed to allow safety consultants to generate mandatory safety orders in their final form. |
| D. Micheale Wigen | SRS | \$ 795.00 | \$ 7,950.00 | Micheale's suggestion was for the Child an investigator process Medical Support Hardship review instead of the Legal Services Division. |
| Deborah L. Gibson | SRS | \$ 309.00 | \$ 3,087.68 | Debbie's suggestion was to charge an administrative fee for all non-negotiable checks returned to state agencies. |

| <u>Recipient</u> | <u>Agency</u> | <u>Award</u> | <u>Savings</u> | <u>Award Winning Idea</u> |
|------------------|----------------|--------------|----------------|---|
| Terry Frisch | SRS | \$3,000.00 | \$1,076,782 | Terry's suggestion was to revise the Medicare buy-in program. This process would pay the premiums for recipients according to what category they come under. |
| William Woods | Transportation | \$ 150.00 | \$ * | Bill suggested replacing conventional headlights on snowplow trucks with amber headlights to reduce night time glare during blizzards and heavy snowfall. |
| Timothy Olson | Transportation | \$ 180.00 | \$ * | Tim's suggestion was to allow Transportation computer access to query a database of UST and LUST. This would allow the Environmental and Hazardous Waste Bureau to review site evaluations and determine risk with highway/road projects. |

* Agency was not able to quantify cost savings.

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